# CANDIDATE FILING GUIDE



# PRESIDENTIAL PRIMARY ELECTION June 5, 2012

Compiled by San Diego County Registrar of Voters

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www.sdvote.com

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#### **COUNTY OF SAN DIEGO - REGISTRAR OF VOTERS**

5201 Ruffin Road, Suite I San Diego, California 92123

www.sdvote.com

Office Hours: 8 am to 5 pm; Monday through Friday (excluding state holidays)

#### **ELECTION GUIDE**

This Candidate Handbook has been prepared to summarize major provisions of the California Elections Codes and other laws to assist candidates in preparing for the June 5, 2012 election.

This guide is not all encompassing; it merely summarizes the major provisions related to candidates running for office in San Diego County. Candidates, political committees, and anyone interested in elective office should not rely solely on this guide, but should contact the Registrar of Voters Office for more detailed information, or seek legal counsel.

The San Diego County Elections Office is dedicated to administering fair and accurate elections and to helping all qualified candidates have their names placed on the ballot.

For information, please call the numbers listed below:

Section	Telephone Number
Vote by Mail	(858) 565-5800
Candidate Filing	(858) 694-3405
Election Day and Night	(858) 565-5800
Financial and Campaign Disclosure	(858) 694-3407
Precincts/Polls	(858) 565-5800
Voter Registration	(858) 565-5800

The cities of Chula Vista and San Diego will also consolidate their regularly scheduled elections with the Primary Election. For information and filing requirements for offices in those cities, please contact each City Clerk at the following numbers:

City	Telephone Number
Chula Vista	(619) 691-5041
San Diego	(619) 533-4000

#### NOTICE

No duty is imposed upon the Registrar of Voters to determine whether a candidate meets the requirements for holding office. The Declaration of Candidacy that each candidate must sign states that the candidate meets the statutory and/or constitutional qualifications for office including, but not limited to, citizenship, residency, and party preference, if applicable.

# "MUST KNOW" ITEMS FOR THE JUNE 5, 2012 PRIMARY ELECTION

#### First Top Two Primary Election in California

On June 8, 2010, California voters approved Proposition 14, which created the "Top Two Open Primary Act." The purpose of this Act is to change the primary election process for congressional, statewide, and legislative contests. Under this Act, all voters are allowed to choose any candidate in a primary election regardless of the candidate's or the voter's political party preference. The two candidates for each contest who receive the highest number of votes—regardless of political party preference—will appear on the general election ballot. For the June 2012 primary, the Act affects elections for Congress, State Senate, and State Assembly.

#### **❖** New Chinese Language Requirement

On October 12, 2011, San Diego County was informed it is now covered for Chinese under the Minority Language Provisions of the Federal Voting Rights Act of 1965. This means that all election materials will now be translated into Chinese as well as Spanish, Filipino, and Vietnamese. Voters may request all materials such as ballots or sample ballots in these languages. In addition, voters who are born in countries where these languages are primarily spoken will receive their sample ballot booklet in English as well as the language of their birthplace country.

#### Candidate Filing for Active Duty Military Deployed Outside the State

New Elections Code section 202 permits a person who is deployed on active military service outside of the state to have a declaration of candidacy, nomination paper, or any other paper necessary to run for office filed by an attorney-in-fact who is commissioned and empowered in writing for that purpose through a power of attorney.

#### Daily Candidate List Available Online

A list of candidates who obtain and file nomination documents in San Diego County for the June 5, 2012 primary election will be posted on the Registrar of Voters website at <a href="www.sdvote.com">www.sdvote.com</a>.

The online list has been simplified for clarity and, beginning February 14, it will be updated daily with information as of 5:00 pm the previous day. On March 19, the list will be expanded to include candidates for offices in the cities of San Diego and Chula Vista. Beginning the first week of April, the certified list of candidates from the Secretary of State's office will also be available. It will include all candidates for Congress, State Senate, and State Assembly who reside and file for office in another county which shares a district with San Diego County.

#### Online Campaign Finance Disclosure Documents

Campaign finance disclosure reports for candidate and ballot measure committees in county, school, and special districts are available online. Reports available online include both current reports and reports for the past four years.

#### Online Voter Registration Forms

The San Diego County Registrar of Voters has posted its form online for the convenience of voters. Voters may access the form at <a href="https://www.sdvote.com">www.sdvote.com</a>, complete the information, print, sign, and mail the form to the Registrar. Voters may also use the website to determine whether they are registered to vote and find their polling place.

# "MUST KNOW" ITEMS FOR THE JUNE 5, 2012 PRIMARY ELECTION (Continued)

#### Ballot Designation Worksheet

Candidates are required to submit a "Ballot Designation Worksheet" with their nomination papers. The completed form provides justification and documentation to support the candidate's requested ballot designation.

#### County Central Committee is not a Public Office

Therefore, County Central Committee members are limited to a three-word ballot designation. They may not use the exact title if it exceeds three words, and for this election only, they may not use "Incumbent."

#### FPPC Seminar

The Fair Political Practices Commission (FPPC) will conduct an evening seminar for candidates and treasurers regarding campaign finance disclosure requirements on Wednesday, March 28, 2012 from 7pm-9pm, if you would like to attend please call the Commission's Technical Assistance Division at 1-866-275-3772.

#### League of Women Voters

Following certification of candidates by the Registrar, the League of Women Voters again will offer all candidates free space on the League's election website, <a href="www.SmartVoter.org">www.SmartVoter.org</a>. Campaign messages written by the candidates can include qualifications, priorities, supporter lists, political party preference, position papers, a picture and a direct link to their own campaign website. Voters pull up their individual ballots from the site and can make their own choices based on candidate information provided. For more information, contact Smart Voter coordinator Joyce Joseph at (858) 229-9638 or at <a href="mailto:jajoseph@san.rr.com">jajoseph@san.rr.com</a>

# KNOW OF AN ELECTION VIOLATION? Here's Who to Call

In response to the many inquiries we receive regarding possible election violations or fraud, a list has been compiled regarding who to contact for the various types of violations.

The San Diego County Elections Department is **NOT** an enforcement agency and is therefore unable to investigate any violations. Reports of violations should be referred to the agencies listed below:

- False or misleading campaign materials: No agency enforcement; these issues are dealt with in court.
- Violations of the Political Reform Act (Title 9 of the California Government Code in Sections 81000 through 91015), i.e. mass mailing requirements; slate mailers; campaign disclosure; proper use of campaign funds; disclosure of economic interests: Contact the Fair Political Practices Commission at <a href="https://www.fppc.ca.gov">www.fppc.ca.gov</a>, 866-275-3772.
- **Election Fraud:** Contact the District Attorney, 619-531-4051, or the California Secretary of State at <a href="https://www.sos.ca.gov">www.sos.ca.gov</a>, 916-657-2166.
- Unlawful Use of Public Funds, violations of the Elections Code, the Penal Code, or any laws other than the Political Reform Act: Contact the District Attorney, 619-531-4051, or the California State Attorney General at <a href="https://www.ag.ca.gov">www.ag.ca.gov</a>, 800-952-5225.
- Federal Campaigns, Congress, U.S. Senate, President of the United States, etc.: Contact the Federal Election Commission at <a href="https://www.fec.gov">www.fec.gov</a>, 800-424-9530.
- Open Meeting Laws (Brown Act): Contact the District Attorney, 619-531-4051, or the California State Attorney General at <a href="https://www.ag.ca.gov">www.ag.ca.gov</a>, 800-952-5225.
- Local Ordinances: Contact your local city attorney or the District Attorney, 619-531-4051.
- Vandalism: Contact your local police department or the sheriff, as appropriate.
- Requirements Concerning Campaign Signs: See the list of contacts in this Guide.

FEDERAL / STATE / LOCAL	ENFORCEMENT OFFICES
Fair Political Practices Commission 428 J Street, Suite 620 Sacramento, CA 95814 Phone: 866-275-3772 FAX: 916-322-1932 www.fppc.ca.gov	Secretary of State Political Reform Division 1500 11 <sup>th</sup> Street, Room 495 Sacramento, CA 95814 Phone: 916-653-6224 FAX: 916-653-5045 www.sos.ca.gov
Federal Election Commission 999 E Street, NW Washington, DC 20463 Phone: 800-424-9530 www.fec.gov For the hearing impaired, TTY 202-219-3336	Attorney General PO Box 944255 Sacramento, CA 94244-2550 Phone: 916-445-9555/800-952-5225 www.ag.ca.gov
San Diego County District Attorney's Office 330 West Broadway San Diego, CA 92101 Phone: 619-531-4051 FAX: 619-685-6689 www.sdcda.org	Federal Bureau of Investigation Federal Office Building 9797 Aero Drive San Diego, CA 92123-1800 Phone: 858-565-1255

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#### **IMPORTANT NOTICE**

## PUBLIC REVIEW PERIOD SET FOR THE June 5, 2012 PRIMARY ELECTION

State law provides for a "public review period" of all candidates' ballot occupational designations, candidates' statements of qualifications, ballot measure analysis, arguments, rebuttals and other materials before printing the Sample Ballot and Voter Information Pamphlet.

The California Elections Code further defines this review period, with a distinct period for each document filed with the Registrar of Voters.

During this period, any voter who believes any portion of these materials to be false, misleading or inconsistent with state law may seek a writ of mandate or injunction requiring any or all of the material to be amended or deleted.

These periods are as follows:

#### **Ballot Occupational Designations for Local Candidates\***

March 12 to March 21 Candidates filed by March 9

March 15 to March 26 Candidates filed by March 14, (during the 5-day extension)

#### Candidates' Statements of Qualifications for Local Offices\*

March 12 to March 21 Statements filed by March 9

March 15 to March 26 Statements filed by March 14, (during the 5-day extension)

#### **County Counsel's Impartial Analysis of Local Propositions**

March 20 to March 29 Analysis due by March 19

#### Ballot Arguments "in Favor of" or "Against" Local Propositions

March 22 to April 2 Arguments due by March 21

#### Rebuttals to Ballot Arguments "in Favor of" or "Against" local propositions

March 30 to April 9 Rebuttals due March 29

#### \*The following offices should contact the Secretary of State for deadlines:

U.S. Senate, Congress, State Senate, State Assembly.

#### NOTE:

The dates for any of the incorporated/charter cities may be different (PLEASE CONTACT CITY CLERK FOR DETAILS).

All documents will be available for public review at the Registrar of Voters Office during regular business hours.

### **CALENDAR OF EVENTS**

#### **PRIMARY ELECTION – JUNE 5, 2012**

The Campaign Disclosure schedule is on the page following this calendar.

	_	
DATE	DAYS BEFORE ELECTION	EVENT
December 30, 2011	158	PETITIONS IN LIEU OF FILING FEE – ISSUANCE First day Registrar of Voters can issue Petition in Lieu of Filing Fee forms. All offices for which there is a filing fee. (E.C. Sec. 8106) Note: Does not apply to San Diego Unified School District candidates.
January 22	135	NO PARTY PREFERENCE VOTER PARTICIPATION NOTICE DEADLINE Last day for a political party to notify the Secretary of State that it has adopted a rule that authorizes a person who has no party preference to vote the ballot of that political party at the June 5, 2012, Presidential Primary Election. (E.C. Sec. 13102 (c))
January 30	127	<b>DECLARATION OF INTENTION – FIRST DAY</b> First day to file a Declaration of Intention. This is required for judicial office candidates only. (Must be accompanied by either payment of filing fee and/or petitions in lieu of filing fee. The filing fee is non-refundable.)( <i>E. C. Sec. 8023</i> )
February 8	118	DECLARATION OF INTENTION – LAST DAY Last day for judicial office candidates to file a Declaration of Intention. (E.C. Sec. 8023)
February 13	113	NOMINATION PERIOD – FIRST DAY  Nomination forms to be <u>issued</u> upon payment of filing fee (either by check, credit card and/or petitions in lieu of filing fee). (E.C. Sec. 8020)  Note:Candidates for San Diego Unified School District pay filing fee when nomination papers are <u>returned</u> .
February 13	113	DECLARATION OF INTENTION – EXTENSION LAST DAY Last day of extension for judicial candidates to file a Declaration of Intention if incumbent has not filed by February 8. Extension does not apply to incumbents. (E.C. Sec. 8023 (b))
February 23	103	PETITIONS IN LIEU OF FILING FEE – LAST DAY  Last day to submit initial petitions in lieu of filing fee. (This date does not apply to candidates for San Diego Unified School District whose petitions are due by March 9 with other documents.) The Registrar of Voters has 10 days in which to verify the signatures. (E.C. Sec. 8106)
March 9	88	FINANCIAL AND CAMPAIGN DISCLOSURE Last day to submit Statement of Economic Interest – Form 700. This filing is not required if the candidate has filed this statement within the past 60 days. (Gov. Code Sec. 87200-87203, 87500)
March 9	88	NOMINATION PERIOD – LAST DAY  No later than 5 p.m. on this day, all candidates must file their declarations of candidacy, nomination papers and ballot designation worksheets (candidate statements optional).  (E.C. Sec. 8020,10407)
March 9	88	PETITIONS IN LIEU OF FILING FEE – SUPPLEMENTAL FILING Last day to file with the Registrar of Voters <u>supplemental</u> signatures or pay a pro-rata portion of the filing fee to cover any deficiency. (E.C. Sec 8106) Note: Does not apply to San Diego Unified School District candidates.

**CALENDAR OF EVENTS (Continued)** 

DATE	DAYS BEFORE ELECTION	EVENT
March 9	88	PETITIONS IN LIEU OF FILING FEE – LAST DAY  Last day for candidates for San Diego Unified School District to submit petitions in lieu of filing fee. (Supplemental filings are not allowed.)
March 9	88	LOCAL MEASURES – SCHOOLS, SPECIAL DISTRICTS, CITIES AND COUNTY  Last day to receive a resolution from local jurisdictions (schools, special districts, cities or county) for a measure to appear on the ballot.  (Ed. Code Sec. 5322, E.C. Sec. 10403)
March 12	85	CANDIDATE STATEMENT'S OF QUALIFICATIONS WITHDRAWAL For jurisdictions where candidate filing ended on March 9, statements may be withdrawn, but not changed, until 5 pm of the next business day. Withdrawal request must be in writing and signed by the candidate. (E.C. Sec. 13307)
March 14	83	NOMINATION PERIOD – EXTENSION Last day of extension for filing nomination documents if incumbent has not filed by March 9. Extension does not apply to an incumbent for <u>any</u> office or for offices in which the incumbent is prohibited from seeking re-election due to term limits. (E.C. Sec.8022, 8024)
March 15	82	CANDIDATE STATEMENT'S OF QUALIFICATIONS WITHDRAWAL For jurisdictions with a 5-day extension, statements may be withdrawn, but not changed, until 5 pm of the next business day. Withdrawal request must be in writing and signed by the candidate. (E.C. Sec. 13307)
March 15	82	RANDOM ALPHABET There shall be a random drawing of the alphabet at 11 am to determine the order in which candidates' names appear on the ballot. (E.C. Sec. 13112)
March 16	81	CANDIDATE LIST – INCORPORATED CITIES  Last day for a City Clerk to file with the Registrar of Voters a list of the names and ballot designations of city candidates to appear on the ballot. (E.C. Sec. 10403)
March 19	78	JUDICIAL WRITE-IN CAMPAIGN Last day to file a petition indicating a write-in campaign will be conducted for an unopposed judicial office. (E.C. Sec. 8203)
April 9	57	WRITE-IN CANDIDATES – FIRST DAY  First day for a person desiring to be a qualified write-in candidate to file the required documents with the Registrar of Voters. Note: Superior Court judicial write-in candidates are allowed only if the requirements of E.C. Sec. 8203 were met by March 19. (E.C. Sec. 8601)
April 26 through May 26	40 – 10	MAIL SAMPLE BALLOTS  Between these dates the county elections official shall mail a Sample ballot with polling place notice to each registered voter. (E.C. Sec. 13300 – 13304)

#### **CONTINUED NEXT PAGE**

# **CALENDAR OF EVENTS (Continued)**

DATE	DAYS BEFORE ELECTION	EVENT
May 7 through May 29	29-7	VOTE BY MAIL  Between these dates the Registrar of Voters will process written applications for vote by mail. Applications received prior to May 7 will be held and processed during this period. (E.C. Sec. 3001)
May 21	15	VOTER REGISTRATION DEADLINE Last day to register to vote in the June Primary Election. (E.C. Sec. 2102)
May 22	14	WRITE-IN CANDIDATES – LAST DAY  Last day for a person desiring to be a qualified write-in candidate to file the required documents with the Registrar of Voters. (E.C. Sec. 8601)  Note: Superior Court judicial write-in candidates are allowed only if the requirements of E.C. Sec. 8203 were met by March 19.
May 30 through June 5	6-0	VOTE BY MAIL – IN PERSON ONLY  During this period vote by mail ballots are available at the Registrar of Voters Office when conditions prevent voting at polling place. A written application signed by the voter under penalty of perjury is required.  (E.C. Sec. 3021)
June 5	0	ELECTION DAY Polls open from 7 am until 8 pm. (E.C. Sec. 14212)

#### **CAMPAIGN DISCLOSURE SCHEDULE**

#### Filing Schedule for:

- Candidates for Local Office
- Committees Primarily Formed to Support/Oppose Local Candidates
- Committees Primarily Formed to Support/Oppose Local Measures

FILING DEADLINE	TYPE OF STATEMENT	PERIOD COVERED BY STATEMENT	For M	Notes
January 31, 2012	Semi-Annual	thru – 12/31/11	460 470	<ul> <li>✓ All committees must file Form 460</li> <li>✓ Candidates who file candidacy papers on or before December 31, 2011, and who do not have open committees must file Form 470.</li> </ul>
March 22, 2012	Pre-Election	1/1/12 – 3/17/12	460 470	<ul> <li>✓ All committee must file Form 460.</li> <li>✓ Incumbents and candidates who are listed on the ballot and who do not have open committees must file Form 470.</li> </ul>
				✓ All committees must file Form 460.
May 24, 2012	Pre-Election	3/18/12 – 5/19/12	460	✓ File personal delivery or guaranteed overnight service only.
Within 24 Hours	16-Day Reports	5/20/12 – 6/4/12	496 497	<ul> <li>✓ 496: File if independent expenditures of \$1,000 or more are made. Candidates and primarily formed ballot measure committees: Do not file for expenditures on your committee's behalf.</li> <li>✓ 497: File if a contribution of \$1,000 or more is received.</li> <li>✓ 497: File if a contribution of \$1,000 or more is made to another candidate or another measure being voted on June 5, 2012.</li> <li>✓ Deadlines: File within 24 hours except the deadline for a Form 497 due May 20 is May 21, 2012, and the deadline for a Form 497 due May 26, 27, or 28, is extended to May 29.</li> <li>✓ The recipient of a late non-monetary contribution must file a late contribution report within 48 hours from the time the contribution is received.</li> <li>✓ File personal delivery, guaranteed overnight service, or fax.</li> </ul>
July 31, 2012	Semi-Annual	5/20/12 - 6/30/12	460	✓ All committees must file this report.
January 31, 2013	Semi-Annual	7/1/12 – 12/31/12	460	✓ All committees must file this report unless the committee filed a termination Form 410 and Form 460 before December 31, 2012.

- **Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.
- A controlled committee of a candidate may not make an independent expenditure to support or oppose another candidate.
- Local jurisdictions may impose contribution limits and additional filing requirements.
- Form 470: Candidates who do not have a committee or do not raise/spend \$1,000 in 2012 may file Form 470. If, later
  during the calendar year, a campaign committee must be opened, a Form 470 Supplement and the Form 460 must be
  filed.
- Candidates: After an election, reporting requirements will depend on whether the candidate is successful and whether a campaign committee is maintained.
- Late Statements: Except for deadlines that fall on a Saturday, Sunday, or official state holiday, filing deadlines may not be extended. Late statements are subject to a \$10 per day late fine.
- All statements are public documents. Paper reports may be mailed by first class mail unless otherwise noted.
- For important information refer to <a href="https://www.fppc.ca.gov">www.fppc.ca.gov</a> and click on the Candidates and Committees section. Use <a href="https://www.fppc.ca.gov">Campaign Manual 3</a>.

#### "Top Two Open Primary Act" for Voter-Nominated Offices

On June 8, 2010, California voters approved Proposition 14, which created the "Top Two Open Primary Act." The purpose of this Act is to change the primary election process for congressional, statewide, and legislative contests. These offices were formerly known as "partisan" offices and are now called "voter-nominated" offices.

Under the "Top Two Open Primary Act," all voters are allowed to choose any candidate in a primary election regardless of the candidate's or the voter's political party preference. The two candidates for each contest who receive the highest number of votes—regardless of political party preference—will appear on the general election ballot.

Prior to the "Top Two Open Primary Act," voters who were registered with a political party affiliation were only allowed to vote for candidates seeking their own party's nomination. For example, a Democratic voter could not participate in the Republican primary, and vice versa. Under this former primary election process, one candidate from each political party appeared on the general election ballot.

Beginning in June 2012, primary elections for the following offices will be conducted using the new, "Top Two Open Primary Act" rules:

Governor Treasurer U.S. Senator
Lt. Governor Attorney General U.S. Representative
Secretary of State Insurance Commissioner State Senator
Controller Board of Equalization State Assembly

The "Top Two Open Primary Act" does not affect the election of U.S. President or county central committee offices, which continue to be party-specific. Only members of a particular party will be allowed to vote for candidates seeking their political party's nomination.

Primary elections for nonpartisan offices are also not affected by the "Top Two Open Primary Act." All local offices such as county, city, school, special districts, and judges are nonpartisan. All voters, regardless of party preference, are permitted to vote for all candidates for nonpartisan office.

#### OFFICES TO APPEAR ON THE BALLOT

#### **VOTER-NOMINATED OFFICES**

	FEDERAL OF	FICES	
OFF	ICE TITLE	LENGTH OF TERM	NEW TERM BEGINS
UNITED STATES SENATOR Officeholder/Party Prefe		6 years	January 3, 2013 (12:00 noon)
REPRESENTATIVE IN CON	IGRESS	2 years	January 3, 2013 (12:00 noon)
DISTRICT	OFFICEHOLDER/PARTY PREF	ERENCE	
49 <sup>th</sup>	*		
50 <sup>th</sup>	*		
51 <sup>st</sup>	*		
52 <sup>nd</sup>	*		
53 <sup>rd</sup>	*		

<sup>\*</sup>Due to redistricting and the renumbering of congressional districts, incumbents have not been identified at the time of publication.

#### Candidate Statements of Qualifications for U.S. Senate

- Candidates for U.S. Senate are allowed to submit a Candidate Statements of qualifications for inclusion in the official state Voter Information Guide.
- ❖ The deadline is February 15, 2012.
- ❖ Please contact the Secretary of State at (916) 657-2166 for details.

#### Candidate Statements of Qualifications for Representative in Congress

See the explanation on the next page.

**VOTER-NOMINATED OFFICES (Continued)** 

	STATE LE	GISLA	TURE	
OFFICE TITLE	OFFICEHOLD		LENGTH OF TERM	NEW TERM BEGINS
STATE SENATE			4 years	December 3, 2012
39 <sup>th</sup> District	*Christine Kehoe	(D)	* Prohibited from re-election due	
STATE ASSEMBLY			2 years	December 3, 2012
71 <sup>st</sup> District	*			
75 <sup>th</sup> District	*			
76 <sup>th</sup> District	*			
77 <sup>th</sup> District	*			
78 <sup>th</sup> District	*			
79 <sup>th</sup> District	*			
80 <sup>th</sup> District	*			

<sup>\*</sup>Due to redistricting and the renumbering of legislative districts, incumbents have not been identified at the time of publication.

# Candidate Statements of Qualifications for Congress, State Senate and State Assembly Candidates

Candidates for Congress, State Senate and State Assembly are allowed to submit a <u>250-word</u> Candidate Statement of Qualifications for inclusion in the sample ballot pamphlet. Candidates for <u>State Senate</u> and <u>State Assembly</u> must agree to the voluntary spending limits of Prop 34 and indicate this by checking the appropriate box on Form 501 in order to have a statement in the sample ballot pamphlet.

In addition, all candidates must agree to:

- 1. Format guidelines and other criteria as explained in this guide.
- 2. Submit and pay the cost of the statement no later than March 9, 2012.
- 3. File the statement with the Registrar of Voters of each county in which the jurisdiction appears.

The statement is not required to be printed in each county. Format and payment may vary by county.

Please contact each county for guidelines and costs:

Jurisdiction	County	Contact Information
49 <sup>th</sup> Congress	Orange	(714) 567-7561
50 <sup>th</sup> Congress	Riverside	(951) 486-7200
51 <sup>st</sup> Congress	Imperial	(760) 482-4226
71 <sup>st</sup> Assembly	Riverside	(951) 486-7200
75 <sup>th</sup> Assembly	Riverside	(951) 486-7200

**PARTISAN OFFICE** 

			TRAL COM		
OFFICE TITLE	PARTY/	NUMBER TO	BE ELECTED	LENGTH OF TERM	NEW TERM BEGINS
ASSEMBLY DISTRICTS	Democratic	Republican	American Independent	2 years	(Varies by party)
71st District	6	6	7		
75 <sup>th</sup> District	6	6	5		
76 <sup>th</sup> District	6	6	7		
77 <sup>th</sup> District	6	6	6		
78 <sup>th</sup> District	6	6	7		
79 <sup>th</sup> District	6	6	6		
80 <sup>th</sup> District	6		4		
00 Bistriot	0	6	4		
	Y CENTI (Elected b	RAL COI	MMITTEE/Corial Districts or BE ELECTED	Countywide LENGTH O	F NEW TERM
COUNT	Y CENTI (Elected b	RAL COI	MMITTEE/Corial Districts or BE ELECTED	Countywide	)
COUNT  OFFICE TITLE  SUPERVISORIAL	Y CENTI (Elected b	RAL COLOR Supervisor  NUMBER TO  Peace & Free  "County County	MMITTEE/Corial Districts or BE ELECTED	Countywide LENGTH O	F NEW TERM
OFFICE TITLE  SUPERVISORIAL DISTRICTS	Y CENTI (Elected b	RAL COLOR Supervisor  NUMBER TO  Peace & Free  "County County	MMITTEE/Corial Districts or BE ELECTED	Countywide LENGTH O	F NEW TERM
OFFICE TITLE  SUPERVISORIAL DISTRICTS  1st District	Y CENTI (Elected b	RAL COLOR Supervisor  NUMBER TO  Peace & Free  "County County	MMITTEE/Corial Districts or BE ELECTED	Countywide LENGTH O	F NEW TERM
OFFICE TITLE  SUPERVISORIAL DISTRICTS  1st District  2nd District	Y CENTI (Elected b	RAL COLOR Supervisor  NUMBER TO  Peace & Free  "County County	MMITTEE/Corial Districts or BE ELECTED	Countywide  LENGTH O  TERM	F NEW TERM BEGINS
OFFICE TITLE  SUPERVISORIAL DISTRICTS  1st District  2nd District  3rd District	Y CENTI (Elected b	RAL COLOR Supervisor  NUMBER TO  Peace & Free  "County County	MMITTEE/Corial Districts or BE ELECTED	Countywide  LENGTH O  TERM	F NEW TERM BEGINS

<sup>1/</sup>Figures not available at the time of printing this Guide.
They will be available from the Secretary of State in early February.
Please ask the Registrar of Voters for details.

Elected countywide, not by district

#### **NONPARTISAN**

# JUDGE OF THE SUPERIOR COURT

CODOL OF THE COT ENIOR COOK!						
LEN	LENGTH OF TERM: 6 years NEW TERM BEGINS: January 7, 2013					
Off	ice Number/Officeholder	Offi	ice Number/Officeholder	Office Number/Officeholder		
1	Robert P. Dahlquist	19	George W. Clarke	37	Richard E. Mills	
2	Herbert J. Exarhos	20	William H. McAdam	38	Eugenia Eyherabide	
3	Sharon B. Majors-Lewis	21	Thomas P. Nugent	39	Frederick Maguire	
4	Theodore M. Weathers	22	Joan M. Lewis	40	Peter C. Deddeh	
5	Patricia Garcia	23	Margo Lewis	41	Roger W. Krauel	
6	Charles G. Rogers	24	William H. Kronberger, Jr.	42	Jay M. Bloom	
7	Luis R. Vargas	25	William S. Cannon	43	Randa Trapp	
8	Christine K. Goldsmith	26	Steven E. Stone	44	Lorna A. Alksne	
9	Runston G. Maino	27	William S. Dato	45	Yvonne E. Campos	
10	Julia C. Kelety	28	William J. McGrath	46	Gale E. Kaneshiro	
11	David G. Brown	29	Kenneth J. Medel	47	Charles W. Ervin	
12	David M. Rubin	30	Albert T. Harutunian III			
13	Francis M. Devaney	31	Jeffrey F. Fraser			
14	Kenneth K. So	32	Patricia K. Cookson			
15	Michael S. Groch	33	Roderick W. Shelton			
16	Kimberlee A. Lagotta	34	Frank A. Brown			
17	Joan P. Weber	35	Adrienne A. Orfield			
18	Timothy B. Taylor	36	Aaron H. Katz			

#### **NONPARTISAN**

	COUNTY OFFIC	CES		
OFFICE TITLE	OFFICEHOLDER	LENGTH OF TERM	NEW TERM BEGINS	
COUNTY BOARD OF SUPERVISOR	S			
1 <sup>st</sup> District	Greg Cox	4 40 0 70	January 7, 2013	
2 <sup>nd</sup> District	Dianne Jacob	4 years	(12:00 noon)	
3 <sup>rd</sup> District	Pam Slater-Price			
	SCHOOL OFFIC	CES		
OFFICE TITLE	OFFICEHOLDER	LENGTH OF TERM	NEW TERM BEGINS	
COUNTY BOARD OF EDUCATION				
1 <sup>st</sup> District	John Witt	4	January 7, 2013	
2 <sup>nd</sup> District	Jerry R. Rindone	4 years		
4 <sup>th</sup> District	Mark C. Anderson			
GROSSMONT-CUYAMACA COMMUN				
Trustee Area 3	Bill Garrett	4 years	December 7, 2012	
Trustee Area 4	Mary Kay Rosinski			
SAN DIEGO COMMUNITY COLLEG				
District B	William Schwandt	4 years	December 7, 2012	
District D	Mary Graham			
SAN DIEGO UNIFIED SCHOOL DIS				
District A	John Evans	4	December 7, 2040	
District D	Richard Barrera	4 years	December 7, 2012	
District E	Shelia Jackson			

#### **INCOMPATIBILITY OF OFFICES**

The Political Reform Act does not prohibit any office holder from holding multiple public offices or seeking more than one elective office. For example, a deputy district attorney can hold the office of city council member, or a water board director may also be elected to a park and recreation district. There are, however, instances of holding more than one office that are considered incompatible.

There is no single statute that defines "incompatibility of offices". The common law doctrine of incompatibility of offices, however, prevents an elected official from holding two offices simultaneously *if the offices have overlapping and conflicting public duties*.

The courts have defined this concept as follows: "One individual may not simultaneously hold two public offices where the functions of the offices concerned are inherently inconsistent, as where there are conflicting interests, or where the nature of the duties of the two offices is such as to render it improper due to considerations of public policy for one person to retain both."

The State of California Attorney General's Office has issued many opinions of particular compatibility questions. Here are six examples of <u>incompatible</u> offices:

- 1. The offices of city councilman and school district board member where the city and the school district have territory in common;
- 2. fire chief of a county fire protection district and member of the board of supervisors of the same county;
- 3. high school district trustee and trustee of an elementary school district which is wholly within the geographic boundaries of the high school district;
- 4. water district director and a city council member,
- 5. water district director and a school district trustee having territory in common; and
- 6. deputy sheriff and county supervisor.

If you have a question about whether two public offices which you hold or seek to hold would be considered incompatible, contact the Attorney General's office at (916) 324-5437 or visit their website, <a href="www.ag.ca.gov">www.ag.ca.gov</a> For further information about conflict of interest or incompatibility of offices, contact the Fair Political Practices Commission's website at <a href="www.fppc.ca.gov">www.fppc.ca.gov</a> or phone toll free 1-866-275-3772.

# GENERAL QUALIFICATIONS TO RUN FOR AND HOLD PUBLIC OFFICE

AGE/ CITIZENSHIP	A person is not permitted to hold a civil office if at the time of his/her election or appointment he/she is not 18 years of age and a citizen of the state. (Gov. Code Sec. 1020)
REGISTERED VOTER/ DISTRICT RESIDENT	Unless otherwise specifically provided, no person is eligible to be elected or appointed to an elective office unless person is a registered voter and otherwise qualified to vote for that office at the time that nomination papers are issued to the person or at the time of the person's appointment, except Superior Court. (E.C. Sec. 201)
CONVICTION OF CRIMES	A person is disqualified from holding any office upon conviction of designated crimes as specified in the Constitution and laws of the State. (Gov. Code Sec. 1021)
FILE FOR MORE THAN ONE OFFICE	No person may file nomination papers for more than one office at the same election. (E.C. Sec. 8003b, San Diego Municipal Code Sec. 27.0211).  A person may file nomination papers for County Central Committee and another public office, as Central Committee is not an "office" within the meaning of Section 8003 (b). (SOS Opinion No. 82 SOS 1)

#### **GENERAL QUALIFICATIONS - NONPARTISAN OFFICE**

(Elections Code Section 8002)

If a candidate is seeking a nonpartisan office, all reference to party affiliation shall be omitted on all forms required to be filed.

# **UNITED STATES SENATOR**

	The seadiness shall be at least	t 00 of any Oilian of the United Otates for at
QUALIFICATIONS		st 30 years of age, Citizen of the United States for at nt of California when the term begins. (U.S. Constitution,
	See "General Qualifications" w	hich also apply to this office.
HOW ELECTED	highest number of votes cast a	ominated offices who receive the highest and secondat the primary shall appear on the ballot as candidates in (E.C. Sec. 8141.5) In November, the candidate with the
SALARY	\$174,000.00	
FILING FEE	\$3,480.00 (2% of the salary)	
CANDIDATE STATEMENT OF QUALIFICATIONS	Deadline: February 15, 2012 File with the Secretary of Sta	te.
NUMBER OF NOMINATING SIGNATURES	Requires 65 valid signatures. Overification.	Candidates may submit up to 100 signatures for
PETITIONS IN LIEU OF FILING FEE	In Lieu Signatures 10,000  Any portion of the signatures r	Value of Each Signature \$ .348  nay be collected; they will be pro-rated at the value shown.
	Date	Event
	December 30 to February 23	Petitions in Lieu of Filing Fee – Optional
	February 13 to March 9	Declaration of Candidacy and Nomination Papers (inc. Ballot Designation Worksheet).
IMPORTANT DATES	February 15	Statement of Qualifications – Last Day Submit form and payment to the Sec. of State.
	February 24 to March 9	Petitions in Lieu of Filing Fee – <b>Supplemental</b> Filing Period.
	Please refer to the Election Calendar for other dates.	
	New Term Begins: January 3	, 2013 Length of Term: 6 years

# **UNITED STATES REPRESENTATIVE IN CONGRESS**

QUALIFICATIONS	citizen for at least seven yea Constitution, Article 1, Sec. 2.2)	st 25 years of age, registered voter, United States ars, resident of California when term begins. (U.S. live within the boundaries of the Congressional district. nich also apply to this office.
HOW ELECTED	highest number of votes cast a	ominated offices who receive the highest and second- t the primary shall appear on the ballot as candidates . (E.C. Sec. 8141.5) In November, the candidate with the
SALARY	\$174,000.00	
FILING FEE	\$1,740.00 (1% of the salary)	
CANDIDATE STATEMENT OF QUALIFICATIONS	COST TO BE DETERMINED	
NUMBER OF NOMINATING SIGNATURES	Requires 40 valid signatures. verification.	Candidates may submit up to 60 signatures for
PETITIONS IN LIEU OF FILING FEE	In Lieu Signatures 3,000	Value of Each Signature \$ .58
		e collected; they will be pro-rated at the value shown.  Event
	Date December 30 to February 23	Petition in Lieu of Filing Fee – Optional
	February 13 to March 9	Declaration of Candidacy, Nomination Papers (inc. Ballot Designation worksheet), and Statement of Qualifications (optional).
IMPORTANT DATES	February 24 to March 9	Petitions in Lieu of Filing Fee – <b>Supplemental</b> Filing Period.
	March 14	Candidate Filing Extension – Last Day For other than incumbent, if incumbent fails to file by March 9.
	Please refer to the Election Cal	endar for other dates.
	New Term Begins: January 3,	2013 Length of Term: 2 years

# **STATE SENATOR**

QUALIFICATIONS		d voter in the district at the time nomination papers ed two terms in the State Senate since November 6, nich also apply to this office.
HOW ELECTED	highest number of votes cast a	ominated offices who receive the highest and second- t the primary shall appear on the ballot as candidates as. (E.C. Sec. 8141.5) In November, the candidate with
SALARY	\$95,290.56	
FILING FEE	\$952.91 (1% of the salary)	
CANDIDATE'S STATEMENT OF QUALIFICATIONS	\$2,610.00	
NUMBER OF NOMINATING SIGNATURES	Requires 40 valid signatures. verification.	Candidates may submit up to 60 signatures for
PETITIONS IN LIEU OF FILING FEE	In Lieu Signatures 3,000  Any portion of the signatures may be	Value of Each Signature \$ .317637  c collected; they will be pro-rated at the value shown.
	Date	Event
	December 30 to February 23	Petitions in Lieu of Filing Fee - Optional.
	February 13 to March 9	Declaration of Candidacy, Nomination Papers Ballot Designation Worksheet, Statement of Qualifications (optional) and Statement of Economic Interest Form 700 (this filing is not required if the candidate has filed Form 700 within the past 60 days).
IMPORTANT DATES	February 24 to March 9	Petitions in Lieu of Filing Fee – Supplemental Filing Period.
	Financial Disclosure: Please refer to Financial and C for your reporting requirements.	Campaign Disclosure Information starting on Page 54
	Please refer to the Election Calendar for other dates.	
	New Term Begins: December	3, 2012 Length of Term: 4 years

# **STATE ASSEMBLY**

QUALIFICATIONS		· · · · · · · · · · · · · · · · · · ·	
HOW ELECTED	second-highest number of vote	er-nominated offices who receive the highest and es cast at the primary shall appear on the ballot as eneral election. (E.C. Sec. 8141.5) In November, the will be elected.	
SALARY	\$95,290.56		
FILING FEE	\$952.91 (1% of the salary)		
CANDIDATE STATEMENT OF QUALIFICATIONS	COST TO BE DETERMINED		
NUMBER OF NOMINATING SIGNATURES	Requires 40 valid signatures verification.	. Candidates may submit up to 60 signatures for	
PETITIONS	In Lieu Signatures Va	llue of Each Signature	
IN LIEU OF	1,500 \$	.635273	
FILING FEE	Any portion of the signatures may be collected; they will be pro-rated at the value shown.		
	December 30 to February 23 February 13 to March 9	Petitions in Lieu of Filing Fee – <b>Optional.</b> Declaration of Candidacy, Nomination Papers Ballot Designation Worksheet, Statement of Qualifications (optional) and Statement of Economic Interest Form 700 (this filing is not required if the candidate has filed Form 700 within the past 60 days).	
IMPORTANT	February 24 to March 9	Petitions in Lieu of Filing Fee – Supplemental Filing Period.	
IMPORTANT DATES	March 14	Candidate Filing Extension – Last Day For other than incumbent, if incumbent fails to file by March 9.	
	* If the incumbent is not eligible to file due to term limits, there is no 5-day extension for other candidates.		
	Financial Disclosure: Please refer to Financial and Campaign Disclosure Information starting on Page 54 for your reporting requirements.		
	Please refer to the Election Calendar for other dates.		
	New Term Begins: December 3	3, 2012 Length of Term: 2 years	

#### COUNTY CENTRAL COMMITTEE/COUNTY COUNCIL

Committee. There is no run-off  Party  Democratic Republican American Independent Green Libertarian Peace & Freedom The number of members to be based on the latest Report of time of printing this Guide. Please  SALARY None  FILING FEE CANDIDATE STATEMENT OF QUALIFICATIONS  NUMBER OF	ict) will be elected to that party's' County Central in the November General Election.  Number to be Elected  ix members elected from each Assembly District ix members elected from each Assembly District lembers elected from each Assembly District lembers elected at-large throughout the county. If it is "County Council"; not "Central Committee"
HOW ELECTED  Democratic Republican American Independent Green Libertarian Peace & Freedom The number of members to be based on the latest Report of time of printing this Guide. Please And	ix members elected from each Assembly District ix members elected from each Assembly District lembers elected from each Assembly District lembers elected at-large throughout the county.
HOW ELECTED  Republican American Independent Green  Libertarian Peace & Freedom The number of members to be based on the latest Report of time of printing this Guide. Pleat  SALARY None  FILING FEE None  CANDIDATE STATEMENT OF QUALIFICATIONS  NUMBER OF	ix members elected from each Assembly District lembers elected from each Assembly District lembers elected at-large throughout the county.
Peace & Freedom The number of members to be based on the latest Report of Itime of printing this Guide. Please SALARY None FILING FEE None CANDIDATE STATEMENT OF QUALIFICATIONS NUMBER OF	his party will not have Central Committee elections.
The number of members to be based on the latest Report of Itime of printing this Guide. Please SALARY  None  FILING FEE  CANDIDATE STATEMENT OF QUALIFICATIONS  NUMBER OF	lembers elected from each Supervisorial District.
FILING FEE None  CANDIDATE STATEMENT OF QUALIFICATIONS  NUMBER OF	elected will be calculated by the Secretary of State Registration. These figures were not available at the
CANDIDATE STATEMENT OF QUALIFICATIONS  NUMBER OF	
STATEMENT OF QUALIFICATIONS  NUMBER OF	
NOMINATING Requires 20 valid signatures verification.	Candidates may submit up to 40 signatures for
IMPORTANT DATES  Financial Disclosure: Please refer to Financial and Can reporting requirements. Please refered New Term Begins: (Varies by	

#### **REMINDER:**

Section 20712(e) of the Secretary of State Ballot Designation Regulations will be enforced. See Page 42.

State or county central committee members or officers are not considered "public" offices.

Therefore, more than three words may NOT be used on the ballot to describe these positions.

Acceptable: Central Committee Member, Member, Central Committee, (other 3-word variations)

**Not Acceptable**: Member of the County Central Committee, 78<sup>th</sup> District

Member of the San Diego County Central Committee

State Chair, XYZ Party, (other excessively long variations)

NOTE: Due to redistricting, the term "Incumbent" will not be permitted for the June 5, 2012 Primary Election.

# JUDGE OF THE SUPERIOR COURT

	See "General Qualifications" whi	Ifornia court of record for ten years immediately enstitution, Article VI, Sec. 15) ich also apply to this office.	
HOW ELECTED	The names of unopposed judicial incumbents do not appear on the June Primary Election ballot and they will be declared elected after the November general election. For a contested office, the candidates' names will appear on the June Primary election ballot. If one candidate receives over 50%, he/she shall be elected in the Primary. If no one receives over 50%, the top two candidates will run off in the November general election.		
NUMERICAL DESIGNATION OF JUDICIAL OFFICES	shall be deemed that there are a of the court to be elected. Each not greater than the total numb purposes of both primary and ge certificates of nomination, ballots office. After the election, and the shall have no further significance The numerically designated officorder. A person may not be a content of the court of the cour	ces shall be grouped and arranged on all ballots in numerical andidate or have his or her name printed upon any ballot as a signated office other than the one indicated by him or her in his	
SALARY	\$178,789.00 FILING FEE FILING \$1,787.89 (1% of the salary)		
CANDIDATE STATEMENT OF QUALIFICATIONS	\$6,550.00 (200 words)		
NUMBER OF NOMINATING SIGNATURES	Requires 20 valid signatures. (	Candidates may submit up to 40 signatures for verification.	
	Signatures Required: 7,1 Value per Signature: \$.2 Any portion of the signature		
IMPORTANT DATES	Date December 30, 2011 to February 8, 2012  January 30 to February 8  February 13  February 13 to March 9  February 24 to March 9  March 14  Financial Disclosure:	Petitions in Lieu of Filing Fee – <b>Optional</b> (If used, these petitions are due at the time the Declaration of Intention is filed; no later than Feb. 8.). Declaration of Intention.  Declaration of Intention – Last Day of Extension. Extension for other than incumbent, if incumbent fails to file by February 8.  Declaration of Candidacy, Nomination Papers Ballot Designation Worksheet, Statement of Qualifications (optional) and Statement of Economic Interest Form 700 (this filing is not required if the candidate has filed Form 700 within the past 60 days).  Petitions in Lieu of Filing Fee – Supplemental Filing Period.  Candidate Filing Extension – Last Day Extension for other than incumbent, ONLY if incumbent filed a Declaration of Intention by February 8 and then fails to complete the nomination process by March 9.	

## **SAN DIEGO COUNTY BOARD OF SUPERVISORS**

QUALIFICATIONS	he/she seeks to represent for for filing nomination document district during his/her incumben	, , , , , , , , , , , , , , , , , , ,
		e than two terms as Supervisor, regardless of district date July 8, 2010. (San Diego County Charter Sec. 401.5) nich also apply to this office.
HOW ELECTED	Election is elected. When no cathe highest number of votes General Election, and the one velection is elected. Write-in catelection in accordance with states.	majority (over 50%) of all votes in the June Primary andidate is so elected, the two candidates who receive in the primary are the candidates in the November who receives the higher number of votes in the General andidates are permitted to participate in the primary ate general law. However, no write-in candidates are general election. (San Diego County Charter Sec. 401.3)
	Each member of the board of s represents and not at-large. (Go	upervisors shall be elected by the district which he/she ov. Code Sec. 25040)
SALARY	\$143,031.20	
FILING FEE	\$1,430.31 (1% of the salary)	
CANDIDATE'S STATEMENT OF QUALIFICATIONS	\$1,310.00 (200 words)	
NUMBER OF NOMINATING SIGNATURES	Requires 20 valid signatures verification.	. Candidates may submit up to 40 signatures for
PETITIONS IN LIEU OF FILING FEE	Signatures Required: 5,72 Value per Signature: \$.25 Any portion of the signatures m	
	Date	Event
	December 30 to February 23	Petitions in Lieu of Filing Fee – <b>Optional.</b>
	February 13 to March 9	Declaration of Candidacy, Nomination Papers Ballot Designation Worksheet, Statement of Qualifications (optional) and Statement of Economic Interest Form 700 (this filing is not required if the candidate has filed Form 700 within the past 60 days).
IMPORTANT DATES	February 24 to March 9	Petitions in Lieu of Filing Fee – Supplemental Filing Period.
DATES	March 14	Candidate Filing Extension – Last Day For other than incumbent, if incumbent fails to file by March 9.
	Financial Disclosure: Please refer to Financial and Cayour reporting requirements.	ampaign Disclosure Information starting on Page 54 for
	Please refer to the Election Calendar for other dates.	
	New Term Begins: January 7	, 2013 Length of Term: 4 years

# SAN DIEGO COUNTY BOARD OF EDUCATION

QUALIFICATIONS	Any registered voter is eligible to be a member of the county board of education except the county superintendent of schools, any member of his/her staff, or any employee of a school district. Each member of the board shall be an elector of the trustee area which he/she represents and shall be elected by the electors of the trustee area. (Ed. Code Sec. 1000, 1006)  See "General Qualifications" which also apply to this office.
HOW ELECTED	A candidate who receives a majority (over 50%) of all votes in the June Primary Election is elected. When no candidate is so elected, the two candidates who receive the highest number of votes in the primary are the candidates in the November General Election, and the one who receives the higher number of votes in the General Election is elected. Write-in candidates are permitted to participate in the primary election in accordance with state general law. However, no write-in candidates are permitted to participate in the general election. (San Diego County Charter Sec. 401.3)
SALARY	\$5,556.
FILING FEE	None
CANDIDATE'S STATEMENT OF QUALIFICATIONS	\$1,310.00 (200 words)
NUMBER OF NOMINATING SIGNATURES	Requires 20 valid signatures. Candidates may submit up to 40 signatures for verification.
PETITIONS IN LIEU OF FILING FEE	N/A
	February 13 to March 9  Declaration of Candidacy, Nomination Papers Ballot Designation Worksheet, Statement of Qualifications (optional) and Statement of Economic Interest Form 700 (this filing is not required if the candidate has filed Form 700 within the past 60 days).
IMPORTANT DATES	March 14 Candidate Filing Extension – Last Day For other than incumbent, if incumbent fails to file by March 9.
	Financial Disclosure: Please refer to Financial and Campaign Disclosure Information starting on Page 54 for your reporting requirements.
	Please refer to the Election Calendar for other dates.
	New Term Begins: January 7, 2013 Length of Term: 4 years

# **GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT**

QUALIFICATIONS	Any person who is 18 years of age or older, a citizen of the state, a resident of the community college district, a registered voter, and who is not disqualified by the Constitution or laws of the state from holding a civil office, is eligible to be elected or appointed a member of a governing board of a community college district. (Ed. Code Sec. 72103a)  An employee of a community college district may not be sworn into office as an elected or appointed member of that community college district's governing board unless and until he/she resigns as an employee. If the employee does not resign, the employment will automatically terminate upon being sworn into office. (Ed. Code Sec. 72103b)  A candidate for election as a member of the governing board shall reside in, and be registered to vote in, the trustee area he/she seeks to represent.
	(Ed. Code Sec. 72035b)  See "General Qualifications" which also apply to this office.
HOW ELECTED	The names of the candidates appear on the ballot for the Primary Election in the candidate's home district. The two candidates receiving the highest number of votes in each home district will have their names placed on the November general election and the candidate who receives the majority of the votes in the general election is elected within the trustee area.
SALARY	\$5,556.
FILING FEE	None
CANDIDATE'S STATEMENT OF QUALIFICATIONS	Trustee Area 3: \$265.00 (200 words) Trustee Area 4: \$365.00 (200 words)
NUMBER OF NOMINATING SIGNATURES	None
PETITIONS IN LIEU OF FILING FEE	N/A
	February 13 to March 9  Declaration of Candidacy, Nomination Papers Ballot Designation Worksheet, Statement of Qualifications (optional) and Statement of Economic Interest Form 700 (this filing is not required if the candidate has filed Form 700 within the past 60 days).
IMPORTANT DATES	March 14 Candidate Filing Extension – Last Day For other than incumbent, if incumbent fails to file by March 9.
	Financial Disclosure: Please refer to Financial and Campaign Disclosure Information starting on Page 54 for your reporting requirements.
	Please refer to the Election Calendar for other dates.
	New Term Begins: December 7, 2012 Length of Term: 4 years

# SAN DIEGO COMMUNITY COLLEGE DISTRICT

QUALIFICATIONS	Any person who is 18 years of age or older, a citizen of the state, a resident of the community college district, a registered voter, and who is not disqualified by the Constitution or laws of the state from holding a civil office, is eligible to be elected or appointed a member of a governing board of a community college district. (Ed. Code Sec. 72103a)  An employee of a community college district may not be sworn into office as an elected or appointed member of that community college district's governing board unless and until he/she resigns as an employee. If the employee does not resign, the employment will automatically terminate upon being sworn into office. (Ed. Code Sec. 72103b)  A candidate for election as a member of the governing board shall reside in, and be registered to vote in, the trustee area he/she seeks to represent. (Ed. Code Sec. 72035b)  See "General Qualifications" which also apply to this office.
HOW ELECTED	The names of the candidates appear on the ballot for the Primary Election in the candidate's home district. The two candidates receiving the highest number of votes in each home district will have their names placed on the November General Election ballot to be elected by the voters of the entire district.
SALARY	\$10,764.00
FILING FEE	None
CANDIDATE'S	District B \$1,130.00 (400 words)
STATEMENT OF QUALIFICATIONS	District D \$1,060.00 (400 words)
NUMBER OF NOMINATING SIGNATURES	None
PETITIONS IN LIEU OF FILING FEE	N/A
IMPORTANT DATES	February 13 to March 9  Declaration of Candidacy, Nomination Papers Ballot Designation Worksheet, Statement of Qualifications (optional) and Statement of Economic Interest Form 700 (this filing is not required if the candidate has filed Form 700 within the past 60 days).  March 14  Candidate Filing Extension – Last Day For other than incumbent, if incumbent fails to file by March 9.  Financial Disclosure:  Please refer to Financial and Campaign Disclosure Information starting on Page 54 for
	your reporting requirements.  Please refer to the Election Calendar for other dates.  New Term Begins: December 7, 2012 Length of Term: 4 years

# SAN DIEGO UNIFIED SCHOOL DISTRICT

	T	
QUALIFICATIONS		
HOW ELECTED	candidate's home district. The	appear on the ballot for the Primary Election in the two candidates receiving the highest number of votes we their names placed on the November General the voters of the entire district.
SALARY	\$17,654.40	
FILING FEE	\$200.00	
CANDIDATE'S STATEMENT OF QUALIFICATIONS	\$ 1,095.00 (200 words) \$ 80.00 (optional photograp \$ 1,175.00 (Total, if photograp	•
NUMBER OF NOMINATING SIGNATURES	Requires 200 valid signatures.	
SIGNATURES IN LIEU OF FILING FEE	Signatures Required: 800 Value per Signature: \$.25 In addition to the v	
	<b>Date</b> February 13 to March 9	Event Statement and Affidavit of Nominee, Ballot Designation Worksheet, Nomination Papers and Signatures in Lieu of Filing Fee, Statement of Qualifications (optional) and Statement of Economic Interest Form 700 (this filing is not required if candidate has filed Form 700 within the last 60 days) (Supplemental filing of Petitions in Lieu of Filing Fee is not permitted).
IMPORTANT DATES	March 14	Candidate Filing Extension – Last Day For other than incumbent, if incumbent fails to file by March 9.
	Financial Disclosure: Please refer to Financial and Cayour reporting requirements.	ampaign Disclosure Information starting on Page 54 for
	Please refer to the Election Cal	endar for other dates.
	New Term Begins: December	r 7, 2012 Length of Term: 4 years

# PETITIONS IN LIEU OF FILING FEE MOST OFFICES\*

(Elections Code Section 8106)

PURPOSE	Signatures may be obtained on petitions (provided by the Registrar of Voters) to be counted toward payment of all, or any portion, of the filing fee.	
WHEN/WHERE AVAILABLE	Petition in lieu of filing fee forms may be obtained from the Registrar of Voters Office, beginning <b>Friday</b> , <b>December 30</b> , <b>2011</b> . Office hours: Monday through Friday, 8 am to 5 pm, excluding holidays.	
	U.S. SENATE, CONGRESS, STATE SENATE, STATE ASSEMBLY, BOARD OF SUPERVISORS,	
FILING PERIOD	December 30, 2011 through February 23, 2012: Petition in lieu signatures and/or filing fee must be submitted at the time nomination papers are obtained. Though the nomination period doesn't end until March 9, the in lieu signatures must be filed earlier to allow for the verification process.	
	SUPERIOR COURT JUDGE	
	January 30, 2012 to February 8, 2012  Petition in lieu signatures and/or filing fee must be submitted at the time the Declaration of Intention is <u>filed</u> . The Declaration of Intention filing period is January 30 to February 8.	
WHEN SIGNATURES CAN BE COLLECTED	Petition in lieu signatures to be used as payment to offset the filing fee can be collected beginning December 30, 2011, and must be submitted by the dates shown above.	
	After obtaining the petitions to collect signatures in lieu of the filing fee, a candidate may decide later not to submit any petitions in lieu, but to just pay the entire filing fee by check or credit card. In that case, any signatures collected prior to February 13 (which is the first day of the nomination period) may not be used toward the nomination signatures (as explained in "General Information" on the next page).	
WHO CAN OBTAIN FORMS	The candidate or his/her representative (with <u>written</u> authorization), must appear at the Registrar of Voters Office to obtain the forms. The forms will not be mailed. (See "Candidate Filing Documents" section of this Guide for an explanation/description of the "Authorization" form.)	
QUANTITY ISSUED	The forms (available at no charge) will have space for the number of signatures needed to pay the full filing fee. If more forms are desired, a "master form" will be provided for additional copies to be printed at the candidate's expense.	
WHO CAN CIRCULATE	A circulator (other than the candidate) must be a registered voter in the district or political subdivision in which the candidate is to be voted on. The circulator shall serve within the county in which he/she resides. Any number of qualified people may circulate petitions for a candidate. However, each form can have only one circulator, as the person must sign that he/she witnessed all signatures on the form. A candidate may circulate his/her own petition in lieu of filing fee.	
INITIAL/ SUPPLEMENTAL FILING	For the initial filing, all petitions in lieu should be submitted at one time. After the verification process (and before March 9), supplemental signatures may be filed to make up any deficiency from the initial filing. The candidate will not receive credit for more signatures than submitted at the initial filing.	
	Example:  1,500 signatures required  1,200 signatures submitted (along with either a pro-rata portion of or the entire filing fee)  1,000 valid signatures after verification process  200 additional signatures may count towards filing fee, if submitted by March 9  (More than 200 may be submitted, but verification will stop when 200 are found to be valid.)	
NUMBER OF SIGNATURES	Please see the requirements on the page for each office.	

<sup>\*</sup>San Diego Unified School District candidates, please see separate instructions in this Guide.

# PETITIONS IN LIEU OF FILING FEE (Continued) (Elections Code Section 8106)

PETITION SIGNERS	Any registered voter may sign an in-lieu petition for any candidate for whom he or she is eligible to vote. Each signer of the petition must write his/her signature and shall include his/her printed name and place of residence (number, street, and city) in the presence of the circulator. If a voter signs more than one candidate's petition, the signature shall be valid only on the petition filed first.  All signers of the same section of a petition must be registered in one county. Different sections must be used in each county where the petitions are circulated and then filed with the Registrar of Voters in the affected county.  A circulator may also be a signer on the petition he/she is circulating, if otherwise qualified. No petition or paper may be signed within 100 feet of any election booth or polling place.
GENERAL INFORMATION	If a portion of the filing fee is paid with in lieu signatures, the remainder of the filing fee must be paid by check. Credit cards will not be acceptable. Please do NOT include the amount of the filing fee on the check. Instead (above the line where the amount would be spelled out), write:  "Not to exceed (insert amount, equal to or less than the filing fee)"  The appropriate amount will be written in after the signatures are verified and the value determined. The candidate will be notified of the amount. This will eliminate the need for a refund check.  Candidates for: U.S. Senate, Congress, State Senate, State Assembly  Make the check payable to: Secretary of State  Candidates for: Superior Court, Board of Supervisors, San Diego Unified  Make the check payable to: County of San Diego  The initial petitions should be filed all at one time, no later than the dates shown on page 31. More than the minimum number required should be submitted, as some may be invalid. The Registrar of Voters has 10 days in which to verify the signatures and notify the candidate. The candidate then has until March 9 to submit supplemental signatures to make up the deficiency or to pay the difference by check or credit card (if not already paid). During the supplemental filing period signatures may be submitted in increments or all at once, on or before March 9.  Signatures on a petition in lieu shall be counted toward the number of voters required to sign nomination papers, if they are submitted during the petition in lieu period. If a petition in lieu contains a requisite number of valid signatures, the candidate shall not be required to file nomination signatures, but may request the Registrar of Voters to accept the petition in lieu instead of filing a nomination petition.

#### **NOTICE**

All candidates <u>must</u> file a Declaration of Candidacy between February 13 and March 9 even if the petitions in lieu contains a sufficient number of signatures to count toward the nomination signatures.

# PETITIONS IN LIEU OF FILING FEE

#### SAN DIEGO UNIFIED SCHOOL DISTRICT ONLY

PURPOSE	Signatures may be obtained on nominating petitions (provided by the Registrar of Voters) to be counted toward payment of all, or any portion, of the filing fee.
WHEN/WHERE AVAILABLE	Nominating petitions may be obtained <u>only</u> from the Registrar of Voters Office, beginning <b>Monday</b> , <b>February 13</b> . Office hours: Monday through Friday, 8 am to 5 pm, excluding holidays.
	February 13: First day petitions may be issued
FILING PERIOD	March 9: Last day petitions may be filed by a candidate.
	Supplemental petitions in lieu are not allowed.
WHO CAN OBTAIN FORMS	Candidates seeking nomination shall appear personally unless service with the United States Armed Forces or a physical disability prevents such an appearance.
QUANTITY ISSUED	The forms (available at no charge) will have space for the number of signatures needed to pay the full filing fee. If more forms are desired, a "master form" will be provided for additional copies to be printed at the candidate's expense.
WHO CAN CIRCULATE	A circulator must be a registered voter. Any number of qualified people may circulate petitions for a candidate. However, each form can have only one circulator, as the person must sign that he/she witnessed all signatures on the form. A candidate may circulate his/her own petition in lieu of filing fee.
NUMBER OF SIGNATURES	800 valid signatures to offset the entire \$200 fee. If less than 800 are valid, they will be pro-rated at a value of \$.25 each.
PETITION SIGNERS	Only voters within the <a \$200"="" a="" after="" all="" allowed="" amount="" amount.="" and="" appropriate="" are="" at="" be="" candidate="" check="" check.="" county="" days="" determined.="" diego="" eliminate="" examine="" exceed="" filed="" filed.="" filing="" for="" href="https://www.new.new.new.new.new.new.new.new.new.&lt;/th&gt;&lt;/tr&gt;&lt;tr&gt;&lt;th&gt;GENERAL&lt;br&gt;INFORMATION&lt;/th&gt;&lt;th&gt;If a portion of the filing fee is paid in lieu signatures, the remainder of the filing fee must be paid by check. Credit cards will not be acceptable. Please do NOT include the amount of the filing fee on the check. Instead (above the line where the amount would be spelled out), write:  " in="" make="" must="" need="" no="" not="" notified="" of="" payable="" period="" petition="" petitions="" refund="" registrar="" same="" san="" shall="" signatures="" signatures.<="" supplemental="" ten="" th="" the="" this="" time.="" to="" to:="" value="" verified="" verify="" voters="" will="" written=""></a>

## **DECLARATION OF INTENTION**

### REQUIRED FOR ALL SUPERIOR COURT CANDIDATES

FILING FEE/ PETITION IN LIEU OF FILING FEE	The filing fee and/or petition in lieu of filing fee must be submitted at the time the candidate's Declaration of Intention is filed. The filing fee is <b>nonrefundable</b> . (E.C. Sec. 8105)
FILING FEE PAYMENT	If a portion of the filing fee will be paid by check and a portion paid with in lieu signatures, please do NOT include the amount of the filing fee on the check. Instead (above the line where the amount would be spelled out), write:  "Not to exceed (insert amount, equal to or less than the filing fee)"  Make the check payable to: County of San Diego  The appropriate amount will be written in after the signatures are verified and the value determined. The candidate will be notified of the amount. This will eliminate the need for a refund check.
FILING PERIOD	January 30 to February 8  Each candidate for nomination for any Judicial office at the direct primary election shall file a written and signed declaration of his/her intention to become a candidate for nomination for that office. The Declaration of Intention shall be filed with the Registrar of Voters of the county in which the nomination papers are to be filed. The Declaration of Intention shall be filed, on a form to be supplied by the Registrar of Voters, not more than 14 nor less than 5 days prior to the first day on which nomination documents may be presented for filing. (E.C. Sec. 8023)
EXTENSION IF INCUMBENT FAILS TO FILE DECLARATION OF INTENTION	February 13 If the incumbent fails to file a Declaration of Intention by February 8, persons other than the incumbent may file Declarations of Intention no later than the first day for filing nomination documents. (E.C. Sec. 8023, 8024)
EXTENSION IF INCUMBENT FAILS TO FILE NOMINATION DOCUMENTS	March 14 – Last Day of Extension  No person may be a candidate nor have his/her name printed upon any ballot as a candidate for a Judicial office at the direct primary election unless he/she has filed a Declaration of Intention; provided, however, that if the incumbent of the office files a Declaration of Intention, but for any reason fails to qualify for nomination for the office by March 9, an additional five days shall be allowed for the filing of nomination papers for the office, and any person, if otherwise qualified, may file nomination documents for the office during the extended filing period (until March 14), notwithstanding that he/she has not filed a written and signed Declaration of Intention to become a candidate for the office. (E.C. Sec. 8024)
NUMERICAL DESIGNATION OF JUDICIAL OFFICES	In any election at which two or more judges are to be voted for or elected for the same term, it shall be deemed that there are as many separate judicial offices to be filled as there are judges of the court to be elected. Each separate office shall be designated by a distinguishing number not greater than the total number of offices. The designation shall remain the same for all purposes of both primary and general election and shall be used on all nomination documents, certificates of nomination, ballots, certificates of election and all election papers referring to the office. After the election, and the issuance of the certificates of election, the designating number shall have no further significance. (E.C. Sec. 8200)  A candidate for a numerically designated judicial office shall state in his/her declaration for which office he/she intends to become a candidate. (E.C. Sec. 8023)  The numerically designated offices shall be grouped and arranged on all ballots in numerical order. No person may be a candidate nor have his/her name printed upon any ballot as a candidate for any numerically designated office other than the one indicated by him/her in the Declaration of Intention to become a candidate. (E.C. Sec. 8202)

#### **NOMINATION PROCESS**

All candidates desiring to have their name placed on the ballot are required to complete the nomination process.

The filing fee and/or petitions in lieu of filing fee must be submitted when the nomination papers are <u>obtained</u>. **Exceptions:** Candidates for <u>Superior Court</u> pay the filing fee at the time of filing the <u>Declaration of Intention</u>. Candidates for <u>San Diego Unified</u> pay the filing fee at the time nomination papers are <u>filed</u>.

The filing fee is **nonrefundable**. (E.C. Sec. 8105)

WHERE TO OBTAIN DOCUMENTS	The nomination documents may be obtained only from the Registrar of Voters Office.
FILING FEE PAYMENT	If a portion of the filing fee is paid with in lieu signatures, the remainder of the filing fee must be paid by check. Credit cards will not be acceptable. Please do NOT include the amount of the filing fee on the check. Instead (above the line where the amount would be spelled out), write:  "Not to exceed (insert amount, equal to or less than the filing fee)"  The appropriate amount will be written in after the signatures are verified and the value determined. The candidate will be notified of the amount. This will eliminate the need for a refund check.  Candidates for: U.S. Senate, Congress, State Senate, State Assembly  Make the check payable to: Secretary of State  Candidates for: Superior Court Judges, Board of Supervisors, San Diego Unified Make the check payable to: County of San Diego
NOMINATION PERIOD	February 13 to March 9  Nomination documents must be obtained and filed between these dates.  Note: San Diego Unified candidates may obtain and file nomination documents/petitions in lieu between February 13 to March 9, as petitions in lieu are filed when nomination documents are filed. The filing fee must be submitted when the nomination documents are filed. See separate page regarding petitions in lieu for this district.  February 23  Last day to file petitions in lieu of filing fee, except candidates for San Diego Unified School District. (See "Note" above.)  March 9  Last day to file nomination documents. (Must be RECEIVED in the office of the Registrar of Voters by 5 pm. (E.C. Sec. 8020).  A postmark or scanned/faxed copies are NOT acceptable.)
EXTENSION OF NOMINATION PERIOD	March 14  If the incumbent has failed to file by 5 pm, March 9, any person other than the person who was the incumbent on the 88 <sup>th</sup> day (March 9) shall have until 5 pm on the 83 <sup>rd</sup> day (March 14) before the election to file nomination documents for the elective office. This section is not applicable where there is no incumbent eligible to be elected. (E.C. Sec. 8024)  The extension DOES NOT apply to candidates for County Central Committee or to an incumbent for any office. Extension also does not apply to offices in which the incumbent is prohibited from seeking re-election due to term limits.

# **CANDIDATE FILING DOCUMENTS**

AUTHORIZATION FOR CANDIDATE'S REPRESENTATIVE	The Authorization for Candidate's Representative is a document on which the candidate may authorize another person to act as his/her representative to obtain the required nomination documents. The candidate may use the Registrar of Voters authorization form or prepare their own as long as the following information is provided: name, residence address, phone number, office sought, party preference, if any, (for voter-nominated office) and party preference for (County Central Committee) person(s) authorized, and language indicating that the candidate is aware that the nomination documents must be completed and filed no later than March 9. (E.C. Sec. 8028)	
	New Elections Code section 202 permits a person who is deployed on active military service outside of the state to have a declaration of candidacy, nomination paper, or any other paper necessary to run for office filed by an attorney-in-fact who is commissioned and empowered in writing for that purpose through a power of attorney.	
	Candidates for <b>San Diego Unified School District</b> shall appear personally to sign the nominating papers unless service with the United States Armed Forces or a physical disability prevents such an appearance. (San Diego Municipal Code Sec. 27.0203)	
PETITIONS IN LIEU OF FILING FEE	The document on which a candidate obtains signatures to reduce (or eliminate) the filing fee. (E.C. Sec. 8106)	
DECLARATION OF INTENTION	The document on which candidates for <b>Superior Court</b> declare their intention to seek the office. (Not required of other offices.) (E.C. Sec. 8023)	
DECLARATION OF CANDIDACY	<ol> <li>The document on which the candidate:</li> <li>Declares himself/herself a candidate for a particular office and party preference (if applicable),</li> <li>Provides his/her name and occupational designation as to appear on the ballot,</li> <li>Provides his/her address and phone number, and</li> <li>States he/she is qualified and, if nominated, will not withdraw. (E.C. Sec. 8040)</li> <li>For voter-nominated office must provide party preference(s),for the past ten years (beginning with the year 2002).</li> <li>This form must be witnessed by either a notary or a Registrar of Voters deputy.</li> </ol>	
STATEMENT AND AFFIDAVIT OF NOMINEE	This document is required of candidates for <b>San Diego Unified School District only</b> . It shall state the name of the candidate, his/her current residence, his/her past residences for a period of four years, date and place of birth, the office for which he/she seeks nomination, the term for which he/she is running, his/her occupation, a written acceptance of the nomination and the manner in which he/she wishes his/her name to appear. (San Diego Municipal Code Sec. 27.0205, 27.0206)  This form must be witnessed by either a notary or a Registrar of Voters deputy.	
NOMINATION PAPER	The document on which a circulator obtains nominating signatures for the candidate. (E.C. Sec. 8041, San Diego Municipal Code Sec. 27.0207)  Signer Qualifications  Signers shall be voters in the district or political subdivision in which the candidate is to be voted on and (only County Central Committee) shall be affiliated with the party, if any, in which the nomination is proposed. (E.C. Sec. 8068)  No signer shall, at the time of signing a certificate, have his/her name signed to any other nomination paper for any other candidate for the same office or, in case there are several places to be filled in the same office, signed to more nomination papers for candidates for that office than there are places to be filled. (E.C. Sec. 8069)  Signers for candidates in San Diego Unified School District must be registered voters within the candidate's home district for a period of 30 days at the time of signing nomination documents. (San Diego Municipal Code Sec. 27.0210)  (Continued on the next page)	

# **CANDIDATE FILING DOCUMENTS (Continued)**

CA	NDIDATE FILING DOCUMENTS (CONTINUED)	
NOMINATION	Number of Signatures Required (Please see separate page in this guide for each office.)  San Diego Unified School District No signature used to determine the sufficiency of the nominating petition may be used for the purpose of reducing the nominating fee. (San Diego Municipal Code Sec. 27.0221)  Petitions in Lieu of Filing Fee May Count as Nominating Signatures Note: The following two paragraphs DO NOT apply to San Diego Unified School District because petitions in lieu shall not count toward nomination signatures for that district.  If a candidate submits petitions in lieu of the filing fee pursuant to Section 8106, any or all signatures appearing on the petitions which would be valid under Section 8041, shall be counted towards the number of voters required to sign a nomination paper. If the in lieu of filing fee petitions contain a requisite number of valid signatures under Section 8062, the candidate shall not be required to file a nomination petition, but may request the Registrar of Voters to accept the signatures in lieu instead of filing nomination signatures.  If a petition in lieu of filing fee, does not contain the requisite number of valid	
PAPER (Continued)	signatures as set forth in Section 8062, the candidate shall be entitled to file, within the time period allowed for filing nomination papers, a nomination petition in order to obtain the requisite number of valid signatures required to be submitted to the Registrar of Voters on a nomination petition. A candidate who submits a nomination petition pursuant to this paragraph shall only be required to obtain the number of signatures needed to supplement the petitions in lieu of the filing fee so that the combination of signatures appearing on the in lieu of filing fee petition and the nomination petition equals or exceeds the requisite number of signatures set forth in Section 8062. (E.C. Sec. 8061)  Circulator Qualifications  The candidate may circulate his/her own nomination paper or he/she may allow circulators to secure signatures on his/her behalf. (E.C. Sec. 8065)	
	Circulators shall be voters in the district or political subdivision in which the candidate is to be voted on and shall serve in that district or political subdivision. (E.C. Sec. 8066)  The circulator, if otherwise qualified, may sign a nomination paper. (E.C. Sec. 106)  Note: Circulators for San Diego Unified School District candidates must be registered voters within the entire district, not necessarily the candidate's home district.	
CODE OF FAIR CAMPAIGN PRACTICES	A <u>voluntary</u> document a candidate may sign and file with the Registrar of Voters. As stated in Elections Code Sec. 20440, "The purpose in creating the Code of Fair Campaign Practices is to give voters guidelines in determining fair play and to encourage candidates to discuss issues instead of untruths or distortions".	
FINANCIAL FORMS	Please follow the instruction given in the manuals and forms available from the Campaign and Financial Disclosure Section of the Registrar of Voters Office. There are additional details beginning on Page 54.  Forms can also be downloaded from the Fair Political Practices Commission website: www.fppc.ca.gov (click on "Forms and Manuals.")	
BALLOT DESIGNATION WORKSHEET	This form is <u>REQUIRED</u> for all candidates who want to have a "ballot designation" printed under their name on the ballot. On this form the candidate will provide justification and documents (if any) to justify the specific designation requested. (E.C. Sec. 13107.3)	

# NOTICE

THE REGISTRAR OF VOTERS OFFICE HAS COMPUTER TERMINALS AVAILABLE FOR THE PUBLIC TO USE TO VERIFY PETITION SIGNATURES <u>BEFORE</u> THE PETITIONS ARE FILED. THIS MAY HELP TO ASSURE SUFFICIENT VALID SIGNATURES ARE FILED.

# **CANDIDATE FILING DOCUMENTS (Continued)**

The document on which a candidate may write a statement to be mailed to the voters. The statement will be included in the San Diego County Sample Ballot and Voter Information Pamphlet. Please see the instructions in a separate section of this guide and the costs on the information page for each office. (E.C. Sec. 13307)

### A statement **IS ALLOWED** for:

- Congress
- State Senate & Assembly (See contact numbers for each county)
- Superior Court
- Board of Supervisors
- San Diego County Board of Education
- San Diego Community College
- Grossmont-Cuyamaca Community College
- San Diego Unified School

Statements for these offices will be printed in the Secretary of State's Voter Information Guide:

U.S. Senate

**February 15, 2012** is the deadline for submission to the Secretary of State. Call 916-657-2166 for details.

### A statement is **NOT ALLOWED** for:

County Central Committee

STATEMENT OF

**QUALIFICATIONS** 

**CANDIDATE** 

# \*CODE OF FAIR CAMPAIGN PRACTICES

Candidate's Name:

Office Title:
Election Date:
<b>Elections Code Sec. 20440.</b> There are basic principles of decency, honesty, and fair play which every candidate for public office in the State of California has a moral obligation to observe and uphold, in order that, after vigorously contested, but fairly conducted campaigns, our citizens may exercise their constitutional right to a free and untrammeled choice and the will of the people may be fully and clearly expressed on the issues.
THEREFORE:
(1) I SHALL CONDUCT my campaign openly and publicly, discussing the issues as I see them presenting my record and policies with sincerity and frankness, and criticizing without fear or favor the record and policies of my opponents or political parties that merit such criticism.
(2) I SHALL NOT USE OR PERMIT the use of character defamation, whispering campaigns, libel slander, or scurrilous attacks on any candidate or his or her personal or family life.
(3) I SHALL NOT USE OR PERMIT any appeal to negative prejudice based on a candidate's actual or perceived race, religious creed, color, national origin, ancestry, physical disability, mental disability medical condition, marital status, age, sexual orientation, sex, including gender identity, or any other characteristic set forth I Section 12940 of the Government Code, or association with another person who has any of the actual or perceived characteristics set forth in Section 12940 of the Government Code.
(4) I SHALL NOT USE OR PERMIT any dishonest or unethical practice that tends to corrupt or undermine our American system of free elections, or that hampers or prevents the full and free expression of the will of the voters including acts intended to hinder or prevent any eligible persor from registering to vote, enrolling to vote, or voting.
(5) I SHALL NOT coerce election help or campaign contributions for myself or for any other candidate from my employees.
(6) I SHALL IMMEDIATELY AND PUBLICLY REPUDIATE support deriving from any individual or group that resorts, on behalf of my candidacy or in opposition to that of my opponent, to the methods and tactics that I condemn. I shall accept responsibility to take firm action against any subordinate who violates any provision of this code or the laws governing elections.
(7) I SHALL DEFEND AND UPHOLD the right of every qualified American voter to full and equa participation in the electoral process.
I, the undersigned, candidate for election to public office in the State of California or treasurer or chairperson of a committee making any independent expenditures, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct my campaign in accordance with the above principles and practices.
Date Candidate's Signature
*This form is <b>voluntary</b> . If you choose to file this, please read next page carefully before signing.

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# PROVISIONS OF THE CODE OF FAIR CAMPAIGN PRACTICES

as found in Chapter 5 of Division 20 of the California Elections Code

#### **Chapter 5. Fair Campaign Practices**

Article 1. General Intent

### 20400. Intent of legislature.

The Legislature declares that the purpose of this chapter is to encourage every candidate for public office in this state to subscribe to the Code of Fair Campaign Practices.

It is the ultimate intent of the Legislature that every candidate for public office in this state who subscribes to the Code of Fair Campaign Practices will follow the basic principles of decency, honesty, and fair play in order that, after vigorously contested, but fairly conducted campaigns, the citizens of this state may exercise their constitutional right to vote, free from dishonest and unethical practices which tend to prevent the full and free expression of the will of the voters.

The purpose in creating the Code of Fair Campaign Practices is to give voters guidelines in determining fair play and to encourage candidates to discuss issues instead of untruths or distortions.

Article 2. Definitions<sup>1</sup>

#### 20420. Definition of "Code".

As used in this chapter, "Code" means the Code of Fair Campaign Practices.

Article 3. Code of Fair Campaign Practices

#### 20440. Subscription to code; form.

At the time an individual is issued his or her declaration of candidacy, nomination papers, or any other paper evidencing an intention to be a candidate for public office, the elections official, shall give the individual a blank form of the code and a copy of this chapter. The elections official shall inform each candidate for public office that subscription to the code is voluntary.

In the case of a committee making an independent expenditure as defined in Section 82031 of the Government Code, the Secretary of State shall provide a blank form and a copy of this chapter to the individual filing, in accordance with Title 9 (commencing with Section 81000) of the Government Code, an initial campaign statement on behalf of the committee. The text of the code shall read, as follows: (see reverse side.)

### 20441. Supply of forms.

The Secretary of State shall print, or cause to be printed, blank forms of the code. The Secretary of State shall supply the forms to the elections officials in quantities and at times requested by the elections officials.

### 20442. Retention of forms; public inspection.

The elections official shall accept, at all times prior to the election, all completed forms that are properly subscribed to by a candidate for public office and shall retain them for public inspection until 30 days after the election.

#### 20443. Public Record

Every code subscribed to by a candidate for public office pursuant to this chapter is a public record open for public inspection.

#### 20444. Voluntary.

In no event shall a candidate for public office be required to subscribe to or endorse the code.

### <sup>1</sup>304.

"Campaign advertising or communication" means a communication authorized by a candidate or a candidate's controlled committee, as defined in Section 82016 of the Government Code, or by a committee making independent expenditures, as defined in Section 82031 of the Government Code, or by a committee formed primarily to support or oppose a ballot measure, as defined in Section 82047.5 of the Government Code, for the purpose of advocating the election or defeat of a qualified candidate through any broadcasting station, newspaper, magazine, outdoor advertising facility, direct mailing, or any other type general, public, political advertising.

#### 305.

"Candidate for public office" means an individual who has qualified to have his or her name listed on the ballot of any election, or who has qualified to have written votes on his or her behalf counted by election officials, for nomination for, or election to, any state, regional, county, municipal, or district office which is filled at an election. The provisions of this chapter do not apply to candidates for federal office.

# **BALLOT DESIGNATION**

# **CANDIDATE'S NAME**

The candidate's name as provided by the candidate on the Declaration of Candidacy will appear on the ballot. **It CANNOT** be changed after the nomination period has ended.

A CANDIDATE MAY:	<ul> <li>Use a nickname, provided the given name or initials are shown.</li> <li>Use only the initials of the given name with the last name.</li> <li>Omit the middle name.</li> <li>Use a shortened familiar form of the given name.</li> <li>EXAMPLE: Bill for William, Dick for Richard, Pat for Patricia, Terry for Theresa,</li> </ul>
A CANDIDATE MAY NOT:	◆ Use titles such as "Miss," "Mrs.," "Dr.," "Col.," "Rev."  No title or degree shall appear either before or after a candidate's names on the ballot. (E.C. Sec. 13106)
	◆ Change his/her name within one year prior to the election.  If the candidate has changed his/her name within one year prior to the election, the new name will not appear on the ballot unless the change was made by marriage or by decree of any court of competent jurisdiction. (E.C. Sec. 13104)

# ORDER OF NAMES ON THE BALLOT

WHEN DETERMINED	On March 15 the Secretary of State will conduct a random drawing of the alphabet and the Registrar of Voters will follow this same alphabet. Names of candidates will be arranged on the ballot in accordance with the random alphabet. (E.C. Sec. 13112) Exception:  If the office is that of State Senator or Member of the Assembly and the district includes more than one county, the Registrar of Voters in each county shall conduct a drawing of the alphabet. The results of the drawing shall be known as a county randomized ballot and shall be used only to arrange the names of the candidates when the district includes more than one county. (E.C. Sec. 13111)  In San Diego County, this will affect the 71st and 75th Assembly Districts.  Those interested in observing the local random drawing are invited to the Registrar of Voters Office: Thursday, March 15, at 11 am	
	<ul> <li>◆ United States Senator</li> <li>◆ Superior Court Judges</li> <li>◆ Congress</li> </ul>	
BALLOT ROTATION	Rotated names will appear in the random order in the lowest numbered Assembly District in which the office appears; thereafter, for each succeeding Assembly District, the name appearing first in the last preceding Assembly District shall be placed last, the order of the other names remaining unchanged. (E.C. Sec. 13111)	
	◆ The order of candidates' names for all other offices will not change. (E.C. Sec. 13111)	

# **BALLOT DESIGNATION (Continued)**

### **BALLOT DESIGNATION CLARIFICATION**

# ✓ There are just <u>THREE</u> choices for a ballot designation:

- 1. Words designating a <u>currently held elected position</u>; more than three words are allowed.
- 2. "Incumbent" or "Appointed Incumbent" (if applicable); cannot be combined with any other designation.
- 3. <u>No more than three words</u> designating the current principal profession, vocation, or occupation, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents.

# State or county central committee members or officers are not considered "elective" offices.

Therefore, more than three words <u>cannot</u> be used on the ballot to describe these positions. This is a condition of Section §20712 of the Secretary of State Ballot Designation Regulations.

Acceptable: Central Committee Member

Member, Central Committee (other 3-word variations)

Not Acceptable: Member of the County Central Committee, 78<sup>th</sup> District

Member of the San Diego County Central Committee

State Chair, XYZ Party

(other excessively long variations)

The word "Incumbent" for central committee candidates (this election only).

The Secretary of State Ballot Designation Regulations on the following pages detail Elections Code 13107.

"Community Volunteer" is acceptable if the requirements of E.C. 13107.5 (printed below) are met.

#### **Section 13107.5**

- (a) A candidate's ballot designation as "community volunteer" shall constitute a valid principal vocation or occupation for purposes of subdivision (a) of Section 13107, if not otherwise in violation of any of the restrictions set forth in that section, and subject to the following conditions:
  - (1) A candidate's community volunteer activities constitute his or her principal profession, vocation, or occupation.
  - (2) A candidate is not engaged concurrently in another principal profession, vocation, or occupation.
  - (3) A candidate may not use the designation of "community volunteer" in combination with any other principal profession, vocation, or occupation designation.
- (b) The Secretary of State shall by regulation define what constitutes a community volunteer for purposes of this section.

# **BALLOT DESIGNATION WORKSHEET**

(California Elections Code Sec, 13107.3)

- This form must be filed at the same time as the Declaration of Candidacy.
- If this form is not filed, then **NO** designation shall appear under the candidate's name on the ballot.
- A copy of this form will be included in the nomination packet given to each candidate.

Name of Candidate:_				
Office Sought:				
Party Preference (if a	pplicable):			
Telephone Number:_				
· _		Day	Evening	
Contact Info:				
	Fax Number		E-mail Address	
Name of Attorney (o	or other person auth	norized to act in y	our behalf):	
		Please	e print	
Telephone Number:_				
_		Day	Evening	
Contact Info:				
	Fax Number		Email Address	
PROPOSED BAL	LOT DESIGNAT	ION:		
1 <sup>st</sup> Alternative:				
2 <sup>nd</sup> Alternative:				
Describe what you do elective office, you ma	and why you believe y y submit a copy of you	ou are entitled to uur certificate of elect	se the requested ballot designation. If using the	
Your Job Title:				
Dates in Position:				
Name of Employer or	Business:			
Person(s) who can ve	erify this information:			
Name(s):				
Telephone Number(s	):			
To the best of my know profession(s),vocations California Elections Co	(s), and/or occupation	above-requested bas(s) that I am entitle	allot designation(s) represent my true principa ed to use as my ballot designations pursuant to	)
Date:	Candid	date's Signature:		

You may attach any documents or exhibits that you believe support your proposed ballot designation. These documents will not be returned to you. Therefore, **do not submit originals**.

# For your reference, the relevant provisions of Elections Code §13107 are reproduced below:

- **13107.** (a) With the exception of candidates for Justice of the State Supreme Court or Court of Appeal, immediately under the name of each candidate, and not separated from the name by any line, may appear at the option of the candidate only one of the following designations:
- (1) Words designating the elective city, county, district, state, or federal office which the candidate holds at the time of filing the nomination documents to which he or she was elected by vote of the people, or to which he or she was appointed, in the case of a superior court judge.
- (2) The word "incumbent" if the candidate is a candidate for the same office which he or she holds at the time of filing the nomination papers, and was elected to that office by a vote of the people, or, in the case of a superior court judge, was appointed to that office.
- (3) No more than three words designating either the current principal professions, vocations, or occupations of the candidate, or the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents. For purposes of this section, all California geographical names shall be considered to be one word. Hyphenated words that appear in any generally available standard reference dictionary, published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted, shall be considered as one word. Each part of all other hyphenated words shall be counted as a separate word.
- (4) The phrase "appointed incumbent" if the candidate holds an office other than a judicial office by virtue of appointment, and the candidate is a candidate for election to the same office, or, if the candidate is a candidate for election to the same office or to some other office, the word "appointed" and the title of the office. In "incumbent" or any words designating the office unmodified by the word "appointed." However, the phrase "appointed incumbent" shall not be required of a candidate who seeks reelection to an office which he or she holds and to which he or she was appointed, as a nominated candidate, in lieu of an election, pursuant to Sections 5326 and 5328 of the Education Code or Section 7228, 7423, 7673, 10229, or 10515 of this code.
- (b) Neither the Secretary of State nor any other elections official shall accept a designation of which any of the following would be true:
- (1) It would mislead the voter.
- (2) It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.
- (3) It abbreviates the word "retired" or places it following any word or words which it modifies.
- (4) It uses a word or prefix, such as "former" or "ex-," which means a prior status. The only exception is the use of the word "retired."
- (5) It uses the name of any political party, whether or not it has qualified for the ballot.
- (6) It uses a word or words referring to a racial, religious, or ethnic group.
- (7) It refers to any activity prohibited by law.
- (c) If, upon checking the nomination documents and the ballot designation worksheet described in Section 13107.3, the elections official finds the designation to be in violation of any of the restrictions set forth in this section, the elections official shall notify the candidate by registered or certified mail return receipt requested, addressed to the mailing address provided on the candidate's ballot designation worksheet.
- (1) The candidate shall, within three days, excluding Saturday, Sunday, and state holidays, from the date he or she receives notice by registered or certified mail, or from the date the candidate receives actual notice of the violation, whichever occurs first, appear before the elections official or, in the case of the Secretary of State, notify the Secretary of State by telephone, and provide a designation that complies with subdivision (a).
- (2) In the event the candidate fails to provide a designation that complies with subdivision (a) within the three-day period specified in paragraph (1), no designation shall appear after the candidate's name.
- (d) No designation given by a candidate shall be changed by the candidate after the final date for filing nomination documents, except as specifically requested by the elections official as specified in subdivision (c) or as provided in subdivision (e). The elections official shall maintain a copy of the ballot designation worksheet for each candidate that appears on the ballot in the county for the same period of time as applied to nomination documents pursuant to Section 17100.
- (e) The designation shall remain the same for all purposes of both primary and general elections, unless the candidate, at least 98 days prior to the general election, requests in writing a different designation which the candidate is entitled to use at the time of the request.

Rev 11/2/11

# **CANDIDATE STATEMENTS OF QUALIFICATIONS GUIDELINES**

(Elections Code Section 13307 Excerpts)

FILING PERIOD	The statement shall be filed in the Registrar of Voters Office when nomination documents are returned for filing. <i>E.C.13307 (2)</i>	
WHERE	Registrar of Voters Office 5201 Ruffin Road, Suite I San Diego, CA 92123	
CONTENTS	The statement may contain the name, age and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate. (Some districts have increased the statement to 250 or 400 words; please see the requirements for each office in a separate section of this guide.)	
	Candidate statements shall be limited to a recitation of the candidate's own personal background and qualifications, and shall not in any way make reference to other candidates or to another candidate's qualifications, character, or activities.	
CONTENT RESTRICTIONS	The candidate statement shall not include the party affiliation of the candidate, nor membership or activity in partisan political organizations. Candidate photographs are not permitted.	
	The Registrar of Voters shall not print or circulate any statement which violates Election Code sections 13307 or 13308.	
EXAMINATION PERIOD	During the 10-calendar-day examination period following the deadline for submission of the statement any voter of the jurisdiction, or the Registrar of Voters, may seek a writ of mandate or an injunction requiring any or all of the material to be amended or deleted.	
LIABILITY	Nothing in this section shall be deemed to make any such statement or the authors thereof free or exempt from any civil or criminal action or penalty because of any false, slanderous or libelous statements offered for printing or contained in the Voter Information Pamphlet.	
	Candidates are asked to <b>TYPE</b> their statement <b>SINGLE SPACED</b> in <b>BLOCK PARAGRAPHS</b> on a form provided by the Registrar of Voters.	
	The following WILL NOT be permitted:	
	<ul> <li>◆ Handwritten statement</li> <li>◆ Copy from a fax machine</li> <li>◆ Extra exclamation points</li> <li>◆ Multiple punctuation</li> <li>◆ Lists</li> <li>◆ Stars, bullets, graphics</li> <li>◆ Italics</li> <li>◆ All capital letters</li> <li>◆ Underlines</li> <li>◆ Tables</li> </ul>	
All statements must be submitted on or attached to the candidate statement form prov San Diego Registrar of Voters encourages you to bring your printed candidate statement electronic format (i.e. on CD-ROM). STATEMENTS WILL BE TYPESET EXACTLY AS SUBMITTED; candidates are therefore advised to carefully check their statements for spelling, punctuation and grammar. The Registrar of Voters is authorized to make cor only to the format of the statement.		
	San Diego Unified: Please see the format exceptions and photograph requirements on a separate page, along with instructions regarding the use of quotations and names in the statement.	

# **CANDIDATE STATEMENTS OF QUALIFICATIONS GUIDELINES**

(Continued)

WITHDRAWAL	The statement may be withdrawn, but not changed, until 5 pm of the next business day after the close of the nomination period.	
CONFIDENTIAL	The candidate statements shall remain confidential until the close of the nomination period. (E.C. Sec. 13311)	
SPANISH, FILIPINO, VIETNAMESE & CHINESE TRANSLATION	All sample ballot pamphlet text, including candidate statements, are translated into Spanish, Filipino, Vietnamese and Chinese. In addition to receiving an English sample ballot pamphlet, registered voters may also request a pamphlet in Spanish, Filipino, Vietnamese or Chinese.  In addition, registered voters who were born in Spanish or Chinese speaking countries, the Philippines, or Vietnam, will also receive a pamphlet in the language of the country in which they were born. This is in compliance with the Federal Voting Rights Act.  On Election Day, Spanish sample ballot pamphlets will be available at every polling location. Filipino, Vietnamese and Chinese sample ballot pamphlets will be available at targeted polls throughout the county.	
COST	Candidate statements are paid for at the time they are filed. All money is held in a Trust Fund and if, for any reason, the statement is not printed, the money will be refunded. The cost is calculated to recover expenses for translation into four languages, typesetting, printing, addressing, labor and mailing, of the candidate statements.  Candidate statements may be paid by check or credit card.	

# WORD COUNT

(California Elections Code Section 9)

# Each word is counted as one word except:

**PUNCTUATION:** Punctuation is not counted.

**TITLES:** Words used in the title of the document, such as "Argument in Favor of Measure A" are not counted.

**CITIES/COUNTIES:** All geographical names shall be counted as one word. Areas that have political boundaries with an elected or appointed board are considered geographic areas by this office. For example, "County of San Diego" and "San Diego Unified School District" shall each be counted as one word.

**ABBREVIATIONS:** Each abbreviation for a word, phrase, or expression shall be counted as one word. **Example**: "PTA" shall be counted as one word.

**HYPHENATIONS:** Hyphenated words that appear in any generally available dictionary shall be considered as one word. Each part of all other hyphenated words shall be counted as a separate word.

**DATES:** Dates consisting of a combination of words and digits shall be counted as two words. Dates consisting of only a combination of digits shall be counted as one word. June 5, 2012 shall be counted as two words, whereas 6/5/12 shall be counted as one word.

**NUMBERS:** Any number consisting of a digit or digits shall be considered as one word. Any number that is spelled, shall be considered as a separate word. "100" shall be counted as one word, whereas "one hundred" shall be counted as two words.

**PHONE & INTERNET:** Website addresses and telephone numbers are one word.

This section shall not apply to counting words for ballot designations under Section 13107.

# EXAMPLE OF AN ACCEPTABLE FORMAT FOR A CANDIDATE STATEMENT OF QUALIFICATIONS

# JURISDICTION NAME IN CAPITAL LETTERS Division/District/Office No. in Upper & Lower Case

JOHN B. CANDIDATE Dentist/Rancher

Age: ##
(Optional)

**FORMAT/CONTENT:** This is an example of an acceptable format to be used in a candidate's statement of qualifications. The guidelines for the content of the statement are in a separate section of the Candidate Filing Guide.

I am running for the governing board of the Washington Unified School District because I feel I can bring a balance to the board. I attended local schools, graduating from Washington High School in 1970. I am married and currently have two children attending schools in the district, have a private dental practice and oversee the daily operation and finances of our family-owned cattle ranch.

I own and operate my own dental business, so I am well aware of the need to operate within a budget. With proper distribution of resources and educational materials, I am convinced we can offer quality education to all students within the district. I believe it is time to "tighten our belts" and take a long, hard look at current and future budgets.

I have been active in the P.T.A., served on the Save Our Youth Committee, and am an active member of the All-Faith Church. I have served as Boy Scout Troup Leader for the past 5 years. I also serve as a volunteer at the Community Recycling Center as time allows.

I am looking forward to serving you on the Washington Unified School District Governing Board. Thank you for your vote.

CS-999-9 SD 000-00

(The above example <u>does not apply</u> to San Diego Unified School District.

Please see guidelines on the next page.)

# SAN DIEGO UNIFIED SCHOOL DISTRICT

Exceptions to the Candidate's Statement of Qualifications Guidelines

LIMITATIONS	Candidates <b>are not limited</b> to the paragraph format restrictions as explained in the Candidate's Statement of Qualifications Guidelines. Please ask for details or examples from prior elections.
PHOTOGRAPH	Candidates are allowed to have their photograph printed in the Voter Information Pamphlet, along with the statement. For best results, this should be a 5" x 7" <b>black &amp; white</b> glossy (color does not reproduce well), showing just the head and shoulders of the candidate. Anything else submitted will be cropped to fit. The photograph will then be reduced to fit in the pamphlet.
соѕт	The candidate shall pay the cost to have the statement printed in a Primary Election and the District shall pay the cost in a General Election. This is in accordance with a Board Resolution dated September 14, 1982. The cost for each district is shown on a separate page for this office.

# NOTICE TO CANDIDATES REGARDING USE OF QUOTATIONS AND NAMES IN STATEMENT OF CANDIDATE QUALIFICATIONS

San Diego Municipal Code Section 27.0620 provides instructions about the Statement of Candidate's Qualifications.

Subsection I provides that the statement may include the use of a quotation from an individual, an organization, and publications. Use of the quotation requires written authorization from the individual, as well as the organization. The consent of an organization must be signed by an officer or other duly authorized representative of the organization. If the quotation is from a publication, a copy of the publication may be provided instead of a letter. All authorizations must be filed at the same time as the statement of qualifications, or the quotation will not be permitted in the statement.

Additionally, subsection (d) provides that the statement may include the names of family members and that any other names included in the statement must be authorized in writing by the individual or organization whose name is included in the statement, and that such authorization shall be filed with the Clerk's Office at the same time that the statement is filed.

The City Clerk's Office interprets this section to mean that the use of another individual's name in the statement, if not that of a family member, must be accompanied by a letter of authorization. The use of an organization's name, if included as an endorsement, must also be accompanied by a letter. Organizational names included in the statement as biographical information – such as the business names of former or current employers, colleges and universities attended, organizational memberships, affiliations or awards, and similar references – will not be subject to the authorization requirement.

Candidates are further reminded that the statement is a description of the candidate's qualifications. References to other candidates, officeholders and opponents are prohibited by Section 27.0621 of the San Diego Municipal Code.

The City Attorney has reviewed this interpretation and finds it to be a reasonable interpretation of these code sections.

#### Note:

The required documentation must be filed at the same time as the Candidate Statement.

# **WRITE-IN CANDIDATES**

Candidates who desire to be a write-in candidate and have his or her name written on the ballot of an election shall fulfill the requirements of Part 3 of Subdivision of the Elections Code, commencing at Section 8600.

FILING REQUIREMENTS	Every person who desires to be a write-in candidate and have his/her name counted for a particular office shall file:  1. A statement of write-in candidacy which contains the following:  • Candidate's name,  • Candidate's complete residential address,  • A declaration stating that the candidate is a write-in candidate,  • The name of the office which the candidate seeks,  • The date of the election,  • Candidate's 10-year political party preference, if seeking a voternominated office,  • The date of the election.  In addition, candidates for San Diego Unified School District must also include:  • Date and place of birth  • Occupation  • Past residences for a period of four years  2. A signed Oath or Affirmation of Allegiance  (E.C. Sec. 200; Cal. Constitution Art. XX, Sec. 3)  3. The requisite number of signatures on the nomination papers for that office, and a circulator's affidavit. Signers and circulators must meet the same qualifications as for regular nomination papers. (E.C. Sec. 8602, 8603)	
HOW ELECTED	In order to be elected to any <b>nonpartisan</b> office, the write-in candidate must receive over 50% of the votes cast for that office. If no candidate receives over 50%, the top two candidates will run off in the General Election. Candidates for San Diego Unified, Grossmont-Cuyamaca Community College District and San Diego Community College Districts cannot be elected in the Primary Election. The top two candidates must face each other in a district wide General Election.  Write-in candidates for <b>voter-nominated</b> office may only appear on the Primary Election ballot. A write-in candidate from the primary election is eligible to have his or her name on the ballot in the general election only if that candidate is one of the top-two vote-getters at the Primary Election. (E.C. 8605)	
FILING FEE	No fee or charge shall be required of a write-in candidate (E.C. Sec. 8604)  Exception: Candidates for San Diego Unified School District must pay the required filing fee and/or submit signatures in lieu of filing fee. (San Diego Municipal Code Sec. 27.0321, 27.0322)	
FILING PERIOD	April 9 to May 22  The statement and nomination papers shall be available on the 57 <sup>th</sup> day prior to the election and shall be filed with the Registrar of Voters not later than the 14 <sup>th</sup> day prior to the election. (E.C. Sec. 8601)  Financial Disclosure:  Please refer to Financial and Campaign Disclosure Information starting on Page 54 for your reporting requirements.	

# WRITE-IN CANDIDATES (Continued) TITLE 2 CALIFORNIA CODE OF REGULATIONS WRITE-IN CANVASS PROVISIONS

Section 20101.	(a) For the purpose of sections 20102-201-5, "qualified write-in candidate" shall refer to candidates who have complied with Part 3 of Division 8 of the Elections Code (beginning at Section 8600).	
Definitions	(b) For the purpose of sections 20102-20105, "ballot" shall include ballot envelope, card, or paper ballot on which write-in votes are authorized to be indicated by Elections Code Sec. 302.	
	The name of a qualified write-in candidate shall be counted when the name is written in on a voter's ballot and no office is indicated for the candidate, or the office is incompletely indicated (e.g., "Senator" without district number, if:	
Section 20102.	(a) the candidate is a qualified write-in candidate for an office properly appearing on the voter's ballot;	
Write-in vote;	and	
no office indicated.	(b) no other qualified write-in candidate for any office appearing on the voter's ballot bears a name so similar to the name as written in, considering the voter's misspellings or omission of portions of the name, if any, as to leave a reasonable doubt as to the voter's intention.	
Section 20103.	The misspelled or incomplete name of a qualified write-in candidate written in on a ballot shall be counted for the candidate when the office for which the candidate has qualified is also indicated on the voter's ballot, if:	
Write-in vote;	(a) the name as written bears a reasonable resemblance to the qualified candidate's name;	
misspelled or incomplete name.	and	
mcompiete name.	(b) no other write-in candidate qualified for the indicated office has a name that is so similar to the name as written in as to leave a reasonable doubt as to the voter's intention.	
Section 20104.	The misspelled or incomplete name of a qualified write-in candidate written on a ballot shall be counted for the candidate even though the office for which the candidate has qualified is omitted of incompletely indicated on the voter's ballot, when:	
Write-in vote; misspelled or incomplete name,	(a) the name as written bears a reasonable resemblance to the qualified candidate's name; and	
office omitted.	(b) no other write-in candidate qualified for any office properly appearing on the voter's ballot has a name that is so similar to the name as written in as to leave a reasonable doubt as to the voter's intention.	
Section 20105.		
Write-in vote; wrong office indicated.	The name of a write-in candidate qualified for an office appearing on the voter's ballot which is written in the pre-printed column designated for an office other than one for which the write-in candidate is qualified shall not be counted for any purpose.	

# **VOTING BY MAIL**

Candidates or campaigns planning to distribute mail ballot applications are advised, <u>before</u> implementation, to review the "Guide for Conducting a Vote-by-Mail Application Drive" prepared by the Secretary of State.

#### Critical points include:

- 1. Approval of application format by Registrar of Voters, prior to printing.
- 2. Applications received from voters by campaigns must be returned to the Registrar of Voters within 72 hours.

A complete copy of the "Guide for Conducting a Vote-by-Mail Application Drive", which includes the application format, is available from the Registrar of Voters Office.

Voting by mail is available to any registered voter. Obtaining a ballot at the Registrar of Voters Office or requesting a ballot through the mail before the election can be a convenient way to cast one's vote.

# **APPLICATION**

HOW TO OBTAIN A MAIL BALLOT	<ul> <li>Use application on back cover of sample ballot, OR</li> <li>Write a brief note or complete an application.</li> <li>Phone requests NOT taken due to required signature.</li> </ul>
CONTENTS OF APPLICATION	<ul> <li>Voter's printed name</li> <li>Residence address (not a PO Box)</li> <li>Address where ballot should be mailed</li> <li>Telephone number (optional)</li> <li>Birth date (optional)</li> <li>Voter's written signature</li> </ul>
DELIVER APPLICATION	MAIL  REGISTRAR OF VOTERS P.O. Box 85520 San Diego, CA 92186-5520  FAX  858-694-2955

### **SCHEDULE**

May 7	Vote by Mail ballots are available by mail or in person from the Registrar of Voters. (Requests received prior to May 7, 2012 will be held and processed beginning this date.)
May 29	Vote by Mail ballot requests must be <u>received</u> no later than 5 pm on this date.
May 30 to June 5	Late Mail Voting – If during the final six days prior to the election a voter becomes ill or disabled for any reason, or finds they will be away from the polls on Election Day, the voter may vote at the Registrar of Voters in person, or request in a written statement, signed under penalty of perjury, that a ballot be provided for the voter.
June 5	Voted ballots must be <u>received</u> at the Registrar of Voters Office, or at any polling place in San Diego County, no later than 8 pm on Election Day.

For further information on voting by mail, please call (858) 565-5800.

# REGISTRATION, MAPS AND ELECTION DATA

Listed below is a brief description of some of the services and materials available from the Registrar of Voters Office. Many of the items are to be used for specified purposes only, including political campaigns.

	<i>r</i> of the Items are to be used for specified purposes only, including political campaigns.
	Lists of voters are available for purchase. The purchaser will be required to:
	1. Show a picture identification card (E.C. 2188)
	2. Sign a form which states
VOTER	♦ the specific purpose for which the list will be used, and
INDEX	◆ the list won't be used for unauthorized purposes
aka: Walking	3. Pay in advance. Lists are available in various sorts:
Lists.	<u>Current</u> registered voters
Precinct	♦ Voters who have <u>voted</u> in specific election(s)
Lists, etc.	Date range of voters (those who registered between two specified dates)
	Separated by <u>jurisdiction</u> or <u>party preference</u>
	Additional sorts may be available, please ask for details.
	These lists show the voter's name, address, party preference, precinct number and telephone number (if provided by voter). The lists can be in "alpha" order or "address" order.
	Shape files of Precinct Tracts, Election Precincts and Poll Sites
	This data is provided upon request through San GIS at: <a href="www.sangis.org">www.sangis.org</a> or call 858-874-7000.
DIGITAL	The purchaser will be required to:
GIS DATA	Read and sign County of San Diego GIS Data Agreement and Disclaimer
	2. Show picture identification card.
	3. Fill out a Confidentiality and Non-Disclosure Agreement.
	For GIS Digital Data information, call 858-694-3473 or 858-694-3474.
	Maps of political districts are on file in the Maps and Polls section of the Registrar of Voters. They may be reviewed during regular business hours. To view samples of the maps visit <a href="www.sdvote.com">www.sdvote.com</a> . The following maps are available for purchase on paper or CD.
	Customer Ready Maps - Large format 36"x48" preprinted color maps are available for purchase for the following political districts:
	Countywide: City of San Diego Citywide:
	Congressional Districts City Council Districts State Senate Districts Sen Discrete Districts
	State Senate Districts San Diego Unified School District State Assembly District San Diego Community College District
	County Supervisorial Districts
	County Board of Education
DISTRICT MAPS	2. <b>Small Maps</b> - The preprinted black and white maps in 8 ½ x 11 format are available for purchase at the Registrars' office front counter. Available maps include the following political districts:
	Countywide and District Detail Map: Congressional Districts State Senate Districts State Assembly Districts County Supervisorial Districts  City of San Diego Citywide only: City Council Districts City Council Districts
	3. <u>Custom Maps</u> - Upon request, the Maps and Polls staff can create custom maps for specific political districts with higher detail, precinct maps, local districts not listed in item 1, or other special requests. The price would be determined on a time and material basis.
	To purchase maps or get more information on maps, visit our website <u>www.sdvote.com</u> or call 858-565-5800.

# CANDIDATE/TREASURER SEMINAR

Presented by the

# **Fair Political Practices Commission**

This two-hour workshop will provide information concerning:

- Preparation of campaign finance reports
- Political Reform Act's requirements and prohibitions

The workshop will be held:

March 28, 2012

7pm - 9pm

Registrar of Voters Office 5201 Ruffin Road, Suite I, San Diego, 92123

For more information, or if you would like to attend, please call the Commission's Technical Assistance Division at

1-866-275-3772 (Toll Free)

Reservations are required with the FPPC to ensure seating space and materials for all participants is available

# FINANCIAL AND CAMPAIGN DISCLOSURE INFORMATION

(For Campaign Disclosure Filing Schedule, See Page 11)

# THIS SECTION IS FOR GENERAL INFORMATION ONLY AND DOES NOT HAVE THE EFFECT OF LAW, REGULATION OR RULE.

In case of conflict, the law, regulation or rule will apply. This section is not comprehensive and does not detail all filing requirements and obligations. For comprehensive information, refer to your legal advisor, consult a Fair Political Practices Commission (FPPC) manual, or contact the FPPC at 866-275-3772

The following information is meant to help candidates, officeholders, and political committees comply with federal, state, and local political finance laws. Read it carefully and use the resources prescribed before you begin any financial activity that might be considered political in nature.

Failure to file appropriate statements and reports in compliance with the election laws described below can result in substantial criminal, civil, and administrative penalties. Failure to file within the prescribed deadlines can lead to late filing penalties for each day the statement is late.

# ALL

**CANDIDATES** 

The Federal Election Campaign Act (2 U.S.C. Section 441b) prohibits contributions from foreign nationals, national banks, or national corporations in connection with any local, state, or federal election for political office.

The Political Reform Act (Title 9 of the Government Code) was adopted by voter initiative in 1974 and has been periodically amended by state legislation and through ballot initiatives. The Act, in part, provides that:

- Receipts and expenditures in election campaigns should be fully and truthfully disclosed in order that the voters may be fully informed and improper practices may be inhibited (Gov. Code Sec. 81002a)
- Assets and income of public officials which may be materially affected by their official actions should be disclosed
- ♦ In appropriate circumstances the officials should be disqualified from acting in order that conflicts of interest may be avoided (Gov. Code Sec. 81002c)

The Political Reform Act is administered by the Fair Political Practices Commission (FPPC) which provides the Registrar of Voters with information manuals, instruction sheets, and disclosure forms that must be used in order for candidates, officeholders, and committees to comply with the Act.

The Registrar of Voters provides these items in financial information packets available to all candidates, officeholders, and committees that might have filing obligations with the Registrar of Voters. Please obtain and refer to those packets for information and guidelines regarding financial disclosure requirements of the Act.

Note:

Some disclosure requirements must be met prior to the solicitation or receipt of any contribution or loan, and prior to use of any of the candidate's personal funds in support of their campaign. Please examine materials provided carefully so that compliance with the law is made.

# LOCAL REQUIREMENTS

Local jurisdictions may adopt local ordinances that impose requirements on officeholders, candidates, and committees active only in their jurisdictions. Local jurisdictions may also impose contribution limitations in elections within their jurisdictions. These requirements and limitations are in addition to state requirements. A local campaign ordinance, however, never preempts state law.

All city, county and state officeholders, candidates and committees must report contributions and expenditures on the FPPC's forms and comply with disclosure requirements/filing deadlines set forth in the Political Reform Act.

Candidates for **COUNTY OFFICES** should refer to the San Diego County Election Campaign Finance and Control Ordinance for campaign finance requirements, including contribution limitations that are in addition to the requirements of the Political Reform Act. (The ordinance is available at the Registrar of Voters Office and is included in the financial information packets available to candidates for County Offices.)

The following candidates and committees may also be subject to additional disclosure requirements or contribution limitations under local jurisdiction campaign ordinances:

- Any local officeholders and candidates
- Committees primarily formed to support or oppose local candidates or local ballot measures
- City and county general purpose recipient committees
- ♦ City and county major donor and independent expenditure committees

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# FINANCIAL AND CAMPAIGN DISCLOSURE INFORMATION (Continued)

FEDERAL REQUIREMENTS	Provisions of the Political Reform Act (described under "ALL CANDIDATES") <b>DO NOT</b> apply to elections for federal office, including the Office of the President and Vice President, nor seats in the House of Representatives or U.S. Senate. Candidates for federal office and committees that participate in federal campaigns are subject to <b>federal disclosure requirements</b> .  Assistance for federal candidates and committees may be obtained from the Federal Election Commission at the address and telephone number shown below.	
IMPORTANT ADDRESSES, AND TELEPHONE NUMBERS	SAN DIEGO COUNTY Registrar of Voters Financial Disclosure 5201 Ruffin Rd, Suite I San Diego CA 92123 Phone: (858) 694-3407 Fax: (858) 694-2955 Internet: www.sdvote.com  • Local Committees and Candidates • Forms and Manuals • Filing Schedules • Review and Copy Filed Reports  FEDERAL ELECTION COMMISSION 999 E Street NW Washington DC 20463 Phone: (800) 424-9530 Internet: www.fec.gov  • Federal Campaign Disclosure • Contributions from National Banks, National Corporations and Foreign Nationals	SECRETARY OF STATE Political Reform Division  1500 11th Street, Room 495 Sacramento CA 95814 Phone: (916) 653-6224 Fax: (916) 653-5045 Internet: www.sos.ca.gov  • Committee Identification Numbers • Termination of Committees  FAIR POLITICAL PRACTICES COMMISSION 428 J Street, Suite 620 Sacramento CA 95814 Phone: (866) 275-3772 (Toll Free) Fax: (916) 322-1932 Internet: www.fppc.ca.gov  • Campaign Disclosure • State Contribution Limits • Conflict of Interest Disclosure
	STATE FRANCHISE TAX BOARD (800) 338-0505 Internet: www.ftb.ca.gov	<ul><li>Lobbying Disclosure</li><li>Conflict of Interests Disqualification</li><li>Proper Use of Campaign Funds</li></ul>
	Committee Tax Status     Tax Deductible Contributions     Charitable Non-Profit Groups     Any Other Tax-Related Questions	To Report a Violation (Anonymous calls are accepted) (866) 275-3772 (Toll Free)
	INTERNAL REVENUE SERVICE (800) 829-1040 Internet: www.irs.ustreas.gov • Federal Taxpayer I.D. Numbers • Any Other Tax Related Questions	

# For information on campaign disclosure requirements, please contact:

Fair Political Practices Commission (866) 275-3772 (Toll Free)

OR

David Morton, Filing Officer/Official Registrar of Voters County of San Diego (858) 694-3407

# FINANCIAL AND CAMPAIGN DISCLOSURE INFORMATION

(Continued)

Campaign Statement Filing Requirements	The Political Reform Act of 1974 requires all candidates for state and local elective office, all state and local elected officeholders, proponents of state ballot measures who control a ballot measure committee, and committees supporting or opposing state and local candidates, all measures, and petition circulation drives to file campaign disclosure statements disclosing contributions received and expenditures made.  Candidates who anticipate receiving less than \$1,000 during the entire calendar year, exclusive of the costs of the filing fee and/or Statement of Qualifications if paid from personal funds, may reduce their filing obligation by filing a Form 470 (Officeholder and Candidate-Short Form). If there are <a href="mailto:any">any</a> contributions or expenditures, a Form 501 (Candidate Intention Statement), must be filed and records of contributions and expenditures must be maintained. No further campaign statements need be filed for this election unless the \$1,000 threshold is reached. (Gov. Code Sec. 84206)  If, after filing a Form 470, the candidate's or officeholder's total contributions or total expenditures for the calendar year reach \$1,000, a Form 470 Supplemental must be filed and notification must be provided to the other candidates for the same office.  Additionally, a Form 410 (Statement of Organization), needs to be filed and a Form 460 (Recipient Committee Statement Long Form), must be filed for the appropriate reporting periods.
Termination of Filing Requirements	Candidates, officeholders and committees DO NOT automatically terminate their filing requirements when activity ceases or when an officeholder vacates the office. An individual who qualifies as a candidate maintains that status until any potential campaign activity which may be required to be disclosed ceases.  After the election, a candidate's future filing obligations usually are determined by whether he or she won or lost. A primarily formed committee will often choose to close (terminate) its committee. However, the law does not require any local candidate or committee to terminate.  A defeated candidate who filed the campaign statement short form, Form 470, has no further reporting obligations after the election as long as less than \$1,000 was raised or spent during the calendar year.  Defeated candidates with committees who wish to use the money remaining in the campaign bank account for a future election to the same office, must:  • File a new Form 501 (Candidate Intention Statement), and  • Amend the Form 410 (Statement of Organization).  To use the funds for a future election for a different office, the candidate must:  • File a new Form 501  • Open a new campaign bank account, and  • File a new Form 410 for the future election.  In either event, this must be done no later than the closing date for the post-election filing period or the date of leaving office (defeated incumbents), whichever occurs last, or the funds will become "surplus" campaign funds and will be subject to restrictions.  Please refer to the appropriate Fair Political Practices Commission manual for reporting requirements for successful candidates, defeated candidates, primarily formed committees, and the guidelines for terminating a campaign committee.
Campaign Expenditures From a Candidate's Personal Funds	All money intended for use in the campaign, including personal funds, must be deposited in a campaign account. All campaign expenditures for the specific office must be made from the specified bank account. The funds in the account may not be used in connection with any other office sought.
Statements are Public Record	All statements filed are a matter of public record. Redacted statements may be viewed on line at <a href="https://www.sdvote.com">www.sdvote.com</a> . Un-redacted statements may be inspected at the Registrar of Voters office by anyone, and copies can be purchased at ten cents (.10) per page.
Audits	Chapter 10 of the Political Reform Act provides the guidelines for an ongoing program of mandatory audits. The program encompasses campaign statements filed by all candidates for elective office, from statewide office to special local jurisdictions. The majority of the audits are conducted by a special unit of the Franchise Tax Board.

# FINANCIAL AND CAMPAIGN DISCLOSURE INFORMATION (Continued)

Late Fees/ Fines/ Penalties (Continued)	Filing after a deadline may lead to late filing penalties of \$10 for each day the statement is late. Committees that fail to file are subject to administrative penalties of up to \$5,000 per violation. With the exception of the 2 <sup>nd</sup> pre-election statement (which must be hand delivered or guaranteed overnight delivery), statements must be hand delivered or postmarked as first-class mail by the due date. Certified mail is recommended but not a requirement. (Gov. Code Sec. 81007 & 91013)  Violations of the campaign disclosure law may result in criminal prosecution by the State Attorney General, County District Attorney or civil action by the Fair Political Practices Commission, the District Attorney, or a private citizen. (Gov. Code Section 91001 et seq.)  It is the responsibility of candidates and/or committees to be aware of and to file the required campaign disclosure statements in a correct and timely manner. As a courtesy, the San Diego County Registrar of Voters mails reminder notices to candidates who, based on nomination documents, appear to have a campaign disclosure filing requirement.  If a candidate and/or committee with a campaign disclosure filing obligation fails to file in a timely manner, the non-receipt of a reminder notice MAY NOT be utilized (or rationalized) as the reason for late or non-filing.  FILING IS THE RESPONSIBILITY OF THE CANDIDATE AND/OR COMMITTEE!
Late Contribution and/or Late Independent Expenditure Reports	Each candidate or committee that makes or receives a late contribution (including a loan) of \$1,000 or more or makes a late independent expenditure of \$1,000 or more between May 20 and June 4 shall report it WITHIN 24 HOURS by fax or guaranteed overnight mail through the U.S. Postal Service or personal delivery. (Gov. Code Sec. 84203b)
Campaign Funds	All contributions must be segregated and shall not be commingled with personal funds of the recipient or any other person. (Gov. Code Sec. 84307)
Contributions/ Expenditures	No monetary contribution of \$100 or more shall be received in cash. No expenditure of \$100 or more shall be made in cash. (Gov. Code Sec. 84300a, b)
"Candidate"	"Candidate" refers to an individual who is listed on the ballot or has qualified to have write-in votes counted on his/her behalf for nomination or for election to any elective office, or who receives a contribution or makes an expenditure or gives his/her consent for any other person to receive a contribution or make an expenditure with a view to bringing about his/her nomination or election to any elective office, whether or not the specific elective office for which he/she will seek nomination or election is known at the time the contribution is received or the expenditure is made and whether or not he/she has announced his/her candidacy or filed a declaration of candidacy at such time.  An individual who becomes a candidate shall retain his/her status as a candidate until such time as that status is terminated. (Gov. Code Sec. 82007 & 84214)
"Committee"	"Committee" refers to any person or combination of persons who directly or indirectly:  1. Receives contributions totaling \$1,000 or more in a calendar year;  2. Makes independent expenditures totaling \$1,000 or more in a calendar year; or  3. Makes contributions totaling \$10,000 or more in a calendar year to or at the behest of candidates or committees.  The term "contribution" includes monetary payments, loans and non-monetary goods or services. A person or combination of persons that becomes a committee shall retain its status as a committee until such time as that status is terminated. (Gov. Code Sec. 82013)  A committee receiving \$1,000 or more must file a Form 410 (Statement of Organization) within ten days of receipt.
"Controlled Committee"	"Controlled Committee" refers to a committee that is controlled directly or indirectly by a candidate or state measure proponent or which acts jointly with a candidate, controlled committee, or state measure proponent in connection with the making of expenditures. A candidate or state measure proponent controls a committee if he/she, his/her agent or any other committee he/she controls has a significant influence on the actions or decisions of the committee. (Gov. Code Sec. 82016)

# FINANCIAL AND CAMPAIGN DISCLOSURE INFORMATION (Continued)

	(Continued)
FORM 410	Statement of Organization/Termination. For use in organizing a committee, amending a Form 410, or termination of a committee.
FORM 460	Recipient Committee Campaign Statement – Long Form. For use by recipient committees which receive a cumulative contribution of \$100 or more from a single source and/or officeholder not eligible to file a Form 470 or who is filing jointly with one or more controlled committees. A controlled committee is one which is controlled directly or indirectly by a candidate or which acts jointly with a candidate or controlled committee in connection with the making of expenditures.
FORM 465	Supplemental Independent Expenditure Report. For use by an officeholder, candidate or committee which makes independent expenditures totaling \$1,000 or more in a calendar year to support or oppose a single candidate, a single ballot measure, or the qualification of a single measure.
FORM 470	Officeholder and Candidate Campaign Statement – Short Form. For use if less than \$1,000 has been raised or spent by or on behalf of the candidate, and he/she anticipates raising or spending less than \$1,000 for his/her candidacy for the entire calendar year.
FORM 470 Supplement	Officeholder and Candidate Campaign Statement – Supplement. For use only if the candidate filed a Form 470 stating they would raise or spend less than \$1,000 and then later exceeds the limit.
	24 Hour Independent Expenditure Report. For use by individuals or groups that make an "independent" expenditure within 16 days before the election. The (aggregated) expenditure must
FORM 496	expressly advocate the election, nomination, or defeat of a clearly identified candidate, or the qualification, passage, or defeat of a clearly identified measure. Furthermore, this expenditure cannot be made to or at the behest of the affected candidate or committee. If it is, the expenditure is then an "In-Kind Contribution."
FORM 496	expressly advocate the election, nomination, or defeat of a clearly identified candidate, or the qualification, passage, or defeat of a clearly identified measure. Furthermore, this expenditure cannot be made to or at the behest of the affected candidate or committee. If it is, the expenditure is then an
	expressly advocate the election, nomination, or defeat of a clearly identified candidate, or the qualification, passage, or defeat of a clearly identified measure. Furthermore, this expenditure cannot be made to or at the behest of the affected candidate or committee. If it is, the expenditure is then an "In-Kind Contribution."  Late Contribution Report. For use by candidates or committees that receive within the 16 days before the election a contribution (including loans or any combination of monetary and non-monetary
FORM 497	expressly advocate the election, nomination, or defeat of a clearly identified candidate, or the qualification, passage, or defeat of a clearly identified measure. Furthermore, this expenditure cannot be made to or at the behest of the affected candidate or committee. If it is, the expenditure is then an "In-Kind Contribution."  Late Contribution Report. For use by candidates or committees that receive within the 16 days before the election a contribution (including loans or any combination of monetary and non-monetary contributions) that totals \$1,000 or more from a single source.  Candidate Intention Statement. For use by candidates prior to solicitation or receipt of any contributions, or expenditure of any personal funds used for the election, with the exception of filing

### **COMMON FILING REQUIREMENTS**

Candidates and committee treasurers are encouraged to become familiar with all of the disclosure requirements and FPPC forms. However, many local candidates and committees raise and spend money only in connection with a particular election and then terminate their filing obligations. These candidates and committees are likely to file only a few of the FPPC's many campaign forms.

A list of these forms is provided below.

Candidates who spend MORE than \$1,000
Form 501 – Candidate Intention Statement
Form 410 – Statement of Organization
(also used for "Termination")
From 460 – Recipient Committee Campaign Statement
Form 497 – Late Contribution Report
(used for "24-hour reporting" requirement)

#### **Primarily Formed Committees for Local Candidates**

- Form 410 Statement of Organization (also used for "Termination")
- From 460 Recipient Committee Campaign Statement
- Form 465 Supplemental Independent Expenditure Report
- Form 496 Late Independent Expenditure Report
- Form 497 Late Contribution Report

Where to file campaign disclosure statements is shown on the next page.

# WHERE TO FILE CAMPAIGN DISCLOSURE STATEMENTS

\* This chart applies to local candidates **ONLY**; not federal or state offices.

410 within 10 days of wherever changes on the original 410 need to be made  460 According to the schedule on Page 11  470 On or before the due date for the First Pre-Election Report; March 22  Within 48 hours of receiving a contribution or making an expenditure of \$1,000 (This form is required only if the candidate filed a Form 470 stating they would raise or spend less than \$1,000 and then later exceeds the limit.)  496 Within 24 hours of a \$1,000 independent expenditure being made  During the 16 days immediately preceding the election, this form must be filed as follows:  • Within 24 hours of MAKING a late non-monetary or in-kind contribution  OR  • Within 48 hours of RECEIVING a late non-monetary or in-kind contribution  This is required when contributions cumulatively total \$1,000 or more from a single	Form Number	When to File:	Original Filed Here:	Copies Filed Here:
Amended 410 Within 10 days of whenever changes on the original 410 need to be made  460 According to the schedule on Page 11  470 On or before the due date for the First Pre-Election Report; March 22  Within 48 hours of receiving a contribution or making an expenditure of \$1,000  (This form is required only if the candidate filed a Form 470 stating they would raise or spend less than \$1,000 and then later exceeds the limit.)  496 Within 24 hours of a \$1,000 independent expenditure being made  During the 16 days immediately preceding the election, this form must be filed as follows:  • Within 24 hours of MAKING a late nonmonetary or in-kind contribution  OR  • Within 48 hours of RECEIVING a late nonmonetary or in-kind contribution  This is required when contributions cumulatively total \$1,000 or more from a single	501	Before any money is raised or spent		N/A
Amended 410  Within 10 days of whenever changes on the original 410 need to be made  460  According to the schedule on Page 11  470  On or before the due date for the First Pre-Election Report; March 22  Within 48 hours of receiving a contribution or making an expenditure of \$1,000 (This form is required only if the candidate filed a Form 470 stating they would raise or spend less than \$1,000 and then later exceeds the limit.)  496  Within 24 hours of a \$1,000 independent expenditure being made  During the 16 days immediately preceding the election, this form must be filed as follows:  Within 24 hours of MAKING a late non-monetary or in-kind contribution  OR  Within 48 hours of RECEIVING a late non-monetary or in-kind contribution  This is required when contributions cumulatively total \$1,000 or more from a single	410			San Diogo County
470 On or before the due date for the First Pre- Election Report; March 22  Within 48 hours of receiving a contribution or making an expenditure of \$1,000  (This form is required only if the candidate filed a Form 470 stating they would raise or spend less than \$1,000 and then later exceeds the limit.)  496 Within 24 hours of a \$1,000 independent expenditure being made  During the 16 days immediately preceding the election, this form must be filed as follows:  • Within 24 hours of MAKING a late non-monetary or in-kind contribution  OR  • Within 48 hours of RECEIVING a late non-monetary or in-kind contribution  This is required when contributions cumulatively total \$1,000 or more from a single			PO Box 1467	Registrar of Voters
470  On or before the due date for the First Pre- Election Report; March 22  Within 48 hours of receiving a contribution or making an expenditure of \$1,000  (This form is required only if the candidate filed a Form 470 stating they would raise or spend less than \$1,000 and then later exceeds the limit.)  496  Within 24 hours of a \$1,000 independent expenditure being made  During the 16 days immediately preceding the election, this form must be filed as follows:  • Within 24 hours of MAKING a late nonmonetary or in-kind contribution  OR  • Within 48 hours of RECEIVING a late nonmonetary or in-kind contribution  This is required when contributions cumulatively total \$1,000 or more from a single	460	According to the schedule on Page 11		
## A ##	470		N/A	
During the 16 days immediately preceding the election, this form must be filed as follows:  Within 24 hours of MAKING a late nonmonetary or in-kind contribution  OR  Within 48 hours of RECEIVING a late nonmonetary or in-kind contribution  This is required when contributions cumulatively total \$1,000 or more from a single		making an expenditure of \$1,000  (This form is required only if the candidate filed a Form 470 stating they would raise or spend less		and Each opponent
election, this form must be filed as follows:  • Within 24 hours of MAKING a late nonmonetary or in-kind contribution  OR  • Within 48 hours of RECEIVING a late nonmonetary or in-kind contribution  This is required when contributions cumulatively total \$1,000 or more from a single	496			
700 Candidates – Must file no later than March 9		election, this form must be filed as follows:     Within 24 hours of MAKING a late nonmonetary or in-kind contribution  OR     Within 48 hours of RECEIVING a late nonmonetary or in-kind contribution  This is required when contributions cumulatively total \$1,000 or more from a single source.		N/A

Filing procedures are different for Federal, State Senate and Assembly candidates.

• For filing requirements, candidates for "state" offices are encouraged to contact the Secretary of State's office and the Fair Political Practices Commission:

www.sos.ca.gov or www.fppc.ca.gov

For filing requirements, candidates for Federal offices should contact the Federal Elections Commission:
 www.fec.gov

Note: Unsigned forms are incomplete and not considered filed until they are signed.

# **MISCELLANEOUS INFORMATION**

SAMPLE BALLOT PAMPHLETS	Sample ballot pamphlets are mailed two to four weeks before the election to each voter who registers by the 29 <sup>th</sup> day before the election, which is May 7. Voters who register after May 7 will receive either a sample ballot pamphlet or a postcard notification of polling place.
CALIFORNIA BALLOT PAMPHLET (STATE PAMPHLET)	This pamphlet is mailed to each registered voter household and contains all of the state measures, accompanying text (analyses, arguments, rebuttals, etc.) and statements of qualifications for candidates seeking statewide office.
VOTER REGISTRATION DEADLINE	Monday, May 21 is the last day to register to vote in the June 5 Primary Election.
ELECTIONEERING AT THE REG. OF VOTERS OFFICE	Because the Registrar of Voters Office is a polling place, wearing or displaying election campaign material is prohibited.
CANDIDATE'S POLLING PLACE	Registrar of Voter's policy does not allow candidates or their family members to host a polling place or serve as a poll worker in the candidate's jurisdiction.
CANDIDATE'S EMPLOYMENT	Registrar of Voter's policy does not allow candidates or their family members to work as temporary employees for the Registrar of Voters Office during their candidacy.
ELECTION DAY ACTIVITIES	The polls are open from 7 am to 8 pm. Campaigning is not allowed within 100 feet of the entrance to a polling place. This includes: circulating any petition, soliciting votes, exhibiting any campaign signs, wearing campaign shirts, buttons, and hats, dissemination of audible electioneering information, or any other electioneering.
ELECTION NIGHT ACTIVITIES	Shortly after the polls close at 8 pm the first report containing mail ballot voting results is released. As polls ballots are returned to the Registrar's office for tabulation, vote results are updated. Updates occur approximately every 30 minutes until all results are reported. Typically, the first precinct results are reported by 10 pm.
	The ballot tabulation process is open for public viewing. All observers must wear badges.
ELECTION RESULTS	Election results are available at "Election Central"/Golden Hall (202 C Street, downtown San Diego) on election night beginning shortly after 8 pm until all precincts are reported and their ballots counted. Election results will also be provided by phone or the website to anyone wishing to monitor the returns that night or the days after:  Telephone: (858) 565-5800  Web-site: www.sdvote.com
	Mail ballots dropped off at the polls and provisional ballots are counted during the 28 days following the election. Bulletins with these "add-on counts" are available at the front counter of the Registrar of Voters Office. The results on the web-site are updated after each "add-on count."  The semi-official (election night) precinct breakdown is available Thursday after the
OFFICIAL CANVASS OF THE RETURNS	election at the Registrar of Voters Office.  The Registrar of Voters must conduct the official canvass of the returns within 28 days after the election. When the canvass is completed, a certified statement of the results is submitted to the Secretary of State, the Board of Supervisors, and affected jurisdictions.

# POLITICAL ADVERTISEMENT REQUIREMENTS

(Elections Code Section 20008)

POLITICAL ADVERTISEMENT REQUIREMENTS	Any paid political advertisement which refers to an election or to any candidate for state or local elective office and which is contained in or distributed with a newspaper, shall bear on each surface or page thereof, in type or lettering at least half as large as the type or lettering of the advertisement or in 10-point roman type, whichever is larger, the words "Paid Political Advertisement." The words shall be set apart from any other printed matter.
DEFINITION	As used in this section "paid political advertisement" shall mean and shall be limited to, published statements paid for by advertisers for purposes of supporting or defeating any person who has filed for an elective state or local office.

# MASS MAILING OF CAMPAIGN LITERATURE

REGISTRAR OF VOTERS DUTIES	A copy of Section 84305 of the Government Code (see below) shall be provided by the Registrar to each candidate or his or her agent at the time of filing the declaration of candidacy (E.C. Sec. 16)
PUBLIC EXPENSE	No newsletter or other mass mailing shall be sent at public expense. (Gov. Code Sec. 89001)
DEFINITION	"Mass mailing" means over 200 substantially similar pieces of mail, but does not include a form letter or other mail which is sent in response to an unsolicited request, letter or other inquiry. (Gov. Code Sec. 82041.5)

# **CALIFORNIA GOVERNMENT CODE SECTION 84305**

- (a) Except as provided in subdivision (b), no candidate or committee shall send a mass mailing unless the name, street address, and city of the candidate or committee are shown on the outside of each piece of mail in the mass mailing and on at least one of the inserts included within each piece of mail of the mailing in no less than 6-point type which shall be in a color or print which contrasts with the background so as to be easily legible. A post office box may be stated in lieu of a street address if the organization's address is a matter of public record with the Secretary of State.
- (b) If the sender of the mass mailing is a single candidate or committee, the name, street address, and city of the candidate or committee need only be shown on the outside of each piece of mail.
- (c) If the sender of a mass mailing is a controlled committee, the name of the person controlling the committee shall be included in addition to the information required by subdivision (a).

# SIMULATED BALLOT REQUIREMENTS

(Elections Code Section 20009)

a) Every simulated ballot or simulated sample ballot shall bear on each surface or page thereof, in type or lettering at least half as large as the type or lettering of the statement or words or in 10-point roman type, whichever is larger, in a printed or drawn box and set apart from any other printed matter, the following statement:

# NOTICE TO VOTERS (Required by Law)

"This is not an official ballot or an official sample ballot prepared by the county elections official or the Secretary of State. This is an unofficial, marked ballot prepared by \_\_\_\_\_ (insert name and address of person or organization responsible for preparation thereof)."

Nothing in this section shall be construed to require this notice in any editorial or other statement appearing in a regularly published newspaper or magazine other than a paid political advertisement.

- b) No simulated ballot or simulated sample ballot referred to in subdivision (a) shall bear any official seal or the insignia of any public official entity, nor shall that seal or insignia appear upon the envelope in which it is mailed or otherwise delivered.
- The superior court, in any case brought before it by any registered voter, may issue a temporary or permanent restraining order or injunction against the publication, printing, circulation, posting, or distribution of any matter in violation of this section, and all cases of this nature shall be in a preferred position for purposes of trial and appeal, so as to assure the speedy disposition thereof.

# SIGN INFORMATION State of California

STATE OF CALIFORNIA-BUSINESS, TRANSPORTATION AND HOUSING AGENCY

EDMUND G. BROWN JR, Governor

#### DEPARTMENT OF TRANSPORTATION

DIVISION OF TRAFFIC OPERATIONS OUTDOOR ADVERTISING PROGRAM



Dear Candidate or Committee Member:

As a candidate or campaign worker for either office or a ballot measure, this reminder about State law governing campaign signs should be helpful to you.

Section 5405.3 of the State Outdoor Advertising Act exempts the placing of Temporary Political Signs from normal outdoor advertising display requirements.

A Temporary Political Sign meets the following criteria:

- A. Encourages a particular vote in a scheduled election.
- B. Is placed no sooner than 90 days prior to the scheduled election and is removed within 10 days after that election.
- C. Is no larger than 32 square feet.
- D. Has had a Statement of Responsibility filed with the Department certifying a person who will be responsible for removing the sign (Attached).

A completed Statement of Responsibility must be submitted to:

Division of Traffic Operations Outdoor Advertising Program P.O. Box 942874, MS-36 Sacramento, CA 94274-0001

Temporary Political Signs shall not be placed within the right-of-way of any highway, or be visible within 660 feet from the edge of the right-of-way of a classified "Landscaped freeway".

State law directs the Department of Transportation to remove unauthorized Temporary Political Signs and bill the responsible party for their removal. We are calling these provisions to your attention to avoid possible embarrassment or inconvenience to you and your supporters. Please share this information with those assisting in your campaign.

Should you have any questions, comments or need additional information, please call (916) 654-5327.

Enclosure

# **SIGN INFORMATION (Continued)** State of California

STATE OF CALIFORNIA-BUSINESS, TRANSPORTATION AND HOUSING AGENCY

EDMUND G. BROWN JR, Governor

**DEPARTMENT OF TRANSPORTATION**DIVISION OF TRAFFIC OPERATIONS
OUTDOOR ADVERTISING PROGRAM



# STATEMENT OF RESPONSIBILITY FOR TEMPORARY **POLITICAL SIGNS**

Election Date: June November Other:
Candidate's Name:
Office sought or Proposition Number:
County where sign(s) will be placed:
Number of signs to be placed:
RESPONSIBLE PARTY:
Name:
Address:
Phone Number (Include Area Code)
The undersigned hereby accepts responsibility for the removal of Temporary Political Signs placed oursuant to Section 5405.3 of the Outdoor Advertising Act for the above candidate or proposition.
t is understood and agreed that any Temporary Political Signs placed sooner than ninety (90) days prior to the election and/or not removed within ten (10) days after the election, may be removed by the Department and the responsible party will be billed for any associated removal costs.
IGNATURE OF RESPONSIBLE PARTY DATE
Mail Statement of Responsibility to:
Division of Traffic Operations

Division of Traffic Operations Outdoor Advertising Program P.O. Box 942874, MS-36 Sacramento, CA 94274-0001

# SIGN INFORMATION (Continued) County of San Diego



RICHARD E. CROMPTON DIRECTOR **DEPARTMENT OF PUBLIC WORKS** 

5500 OVERLAND AVE, SUITE 310 SAN DIEGO, CALIFORNIA 92123-1295

(858) 694-2212 FAX: (858) 268-0461 Web Site: www.sdcounty.ca.gov/dpw

June 1, 2012

Dear Candidate:

#### **ELECTION POSTER INSTALLATION REQUIREMENTS**

The records of the Registrar of Voters indicate that you have filed for election to a public office in the County of San Diego. In the course of your campaign, should you desire to utilize election posters as one of your means of communication with the electorate, it is necessary that you be aware of the conditions under which such signs may be placed within or adjacent to County unincorporated area road right-of-way. Attached for your information is a copy of Policy J-5, "Signage in County Road Rights of Way," adopted by the Board of Supervisors, and amended last on December 9, 2008.

You may apply for a temporary encroachment permit, which has a non-refundable \$110.00 fee, at the Right of Way Permits Counter, 5201-D Ruffin Road, San Diego, CA 92123 or call (858) 694-2055 for information. Attached for your convenience is an encroachment permit application and election poster installation requirements information sheet. A sketch showing the number of election posters and the approximate location of each shall be submitted at the time the application is completed.

All signs placed in the County right-of-way contrary to the provisions of Policy J-5 or remaining after Election Day will be removed by the County of San Diego under the authority of Section 1460 of the California Streets and Highways Code. At the time a permit is applied for, the permittee shall agree to pay the County cost of removal of any such signs.

Your cooperation in complying with the policy and maintaining safe and litter free roadways is appreciated. If you have any questions, please contact the Right of Way Permits Counter at (858) 694-2055.

Sincerely,

RICHARD E. CROMPTON

Director

Attachments

Kids • The Environment • Safe and Livable Communities

# SIGN INFORMATION (Continued) County of San Diego - Policy J-5

#### Purpose

To establish regulations as to the design, construction, and erection of signs in County rights of way.

#### Background

The State of California Streets and Highways Code, Chapter 5.5, Division 2, provides the authority for the County Road Commissioner to control signs within the County's rights of way. This authority was granted to assist in roadside cleanup and litter removal programs. The County's Strategic Plan includes a Safe and Livable Communities Initiative. County control of signs in County road rights of way helps keep communities safe and livable by enhancing roadway safety and helping communities in the County retain their character.

#### Policy

It is the policy of the Board of Supervisors that:

### A. Permanent Signs:

#### 1. Eligibility/Purpose:

- a. Signs are permitted in the County rights of way for the purpose of promoting traffic or public safety. Eligibility for directional signs shall be determined by the Director of Public Works in conformity with those regulations found in Section 4-04.13 of the Caltrans Traffic Manual addressing safety. A denial of eligibility may be appealed to the Planning Commission pursuant to Sections 7200-7206 of The Zoning Ordinance.
- b. Public organizations and private organizations, such as bench advertising agencies, are eligible to place transit benches with and without advertising within the County rights of way. However, this policy shall not supersede adopted overlay zones or ordinances (Section 6203(a) of The Zoning Ordinance) which may restrict placement of benches with or without advertising within the County rights of way.

#### 2. Encroachment Permit:

A revocable encroachment permit shall be obtained from the Department of Public Works prior to placement of all signs, benches, shelters, or chairs within the County rights of way.

The County may revoke a permit by giving 30 days notice to remove, in writing, to the permittee. The encroachment permit shall provide that if the sign has not been removed within this period, it may be removed and destroyed by the County at the permitee's expense.

# 3. Location:

- a. Destination and Public Safety Signs:
  - (1) The location of all signs shall be approved by the Director of Public Works or the Director's representative to ensure traffic safety.
  - (2) Signs shall not be permitted within 100 feet of traffic signals or within 100 feet of official directional or regulatory signs (stop, speed, parking, etc.) on any street where such signs are located, or closer than 50 feet to transit loading zone signs.
  - (3) A sign may be placed at every decision point on the route to the destination. A minimum spacing of 60 meters between directional signs should be maintained. If there are more eligible destinations at a given intersection than can be accommodated under the above limitations and 3(a) (5) below, they must compete for signs based on traffic volumes to these destinations. Normally, destination signage is via the route requiring the least amount of time to travel from the nearest state highway. Neighborhood Watch signs are exempt from this subsection.
  - (4) Signs shall be installed in compliance with all sections of the Vehicle Code and safety laws.
  - (5) At locations where three or more directional signs are located within 200 feet, all shall be grouped on single posts and panels not to exceed a total of four destinations.
- b. Transit Bench and Transit Shelter Advertising Signs:

The placement of transit benches and transit shelters with advertising signs shall be in compliance with Board of Supervisors Policy J-31 and Section 6203(1) of The Zoning Ordinance.

# SIGN INFORMATION (Continued) County of San Diego - Policy J-5

### 4. Construction Designs and Material of Signs:

- a. Destination and Public Safety Signs:
  - (1) All signs shall be of permanent, durable materials, such as porcelain and enamel steel or other acceptable construction and of standard size in accordance with Caltrans standards, except community identification signs at the entrances to cities and towns.
  - (2) All signs shall be of standard material, design, shape, size and color (as approved by the Director of Public Works or a representative).
  - (3) A 3/8" black border 1/4" from the edge of the sign shall be provided.
  - (4) Not more than three lines of copy will generally be permitted with a minimum height of 2-1/4" plain capital block lettering, and all signs shall include an arrow at the bottom of the sign to indicate directions.
  - (5) No seals, emblems, or insignia, nor any other color paint will be permitted on signs.
  - (6) Posts for signs shall be 4" x 4", S4S, clear redwood, 11 feet long.
  - (7) Posts shall be painted with one prime coat and two coats of white lacquer enamel. The bottom 48" of the post shall have in addition one coat of black asphalt paint.
  - (8) The bottom of the posts shall be 2'6" below the ground or sidewalk level.
  - (9) The sign and post shall be so placed as to minimize the hazard to both pedestrian and vehicular traffic.
  - (10) The sign shall be attached to the post with two 5/16" galvanized carriage bolts.
- b. Transit Bench and Transit Shelter Advertising Signs:

Construction, design and materials for transit benches and transit shelters with advertising signs shall be in compliance with Board of Supervisors Policy J-31 and Section 6203(1) of The Zoning Ordinance.

#### 5. Illegal Signs:

Signs placed in the County rights of way contrary to the above provisions are illegal and will be removed by the County and destroyed. However, any signs existing prior to the adoption of this policy will be posted with a removal notice fastened securely to the sign or billboard to notify the owner the date that this sign will be removed by the County if not removed by owner.

#### 6. Full Cost Recovery

Private parties requesting a sign shall pay all costs of processing, construction and installation by the Department of Public Works.

# SIGN INFORMATION (Continued) County of San Diego - Policy J-5

- B. Temporary Election Campaign Signs:
- 1. For purposes of this Policy, Election Campaign Signs shall be defined as signs for elections conducted by the Registrar of Voters.
- 2. Temporary public election campaign posters may be permitted, subject to the following procedures:
  - a. The Registrar of Voters shall maintain copies of the Board policy relative to election posters and shall issue a copy to each candidate at the time the candidate's petition is issued.
  - b. In order to prevent a danger to motorists and pedestrians due to confusion and distraction, which may be caused due to the posting of signs in certain locations where they compete with traffic safety signs or interfere with visibility, it shall be necessary to obtain a revocable Encroachment Permit from the Director of Public Works.
    - (1) The maximum size of a poster shall be four square feet.
    - (2) The poster shall (on the back) identify the Encroachment Permit number.
    - (3) No sign shall be placed in the right of way earlier than 90 days prior to an election.
    - (4) The permit shall require the signer to obtain permission to place any signs on or attached to the property of others, and shall provide that the permit shall be revoked if the permittee uses the property of others without their permission. Nothing in the permit shall be taken to imply County permission to place signs on property of others.
    - (5) The permit shall require the permittee to remove his/her signs within two weeks after the election for which the permit was issued, and shall authorize the County to remove, without notification, signs not so removed by signer.
    - (6) In each instance and under the same conditions as the Policy permits temporary campaign signs, a sign containing a non-commercial message and constructed to the same physical dimensions and characteristics shall be permitted.
    - (7) The County shall charge for sign removal and the permittee shall, in signing his/her permit, agree to pay for County cost of removal of his/her signs.

#### Sunset Date

This policy will be reviewed for continuance by 12-31-11.

#### **Board Action**

10-18-65 (9)

County Engineer Letter 1-14-66

01-25-66 (86)

06-23-69 (98)

07-24-79 (41)

10-6-82 (56)

12-4-84 (14)

07-26-88 (43)

12-12-89 (49)

05-18-94 (3)

07-14-99 (4)

05-15-02 (3)

09-18-02 (5)

06-18-03 (9)

06-23-04 (12)

12-09-08 (33)

### **CAO Reference**

- 1. Department of Public Works
- 2. Department of Planning and Land Use

# SIGN INFORMATION (Continued) County of San Diego

### APPLICATION TO ENCROACH UPON COUNTY HIGHWAY

GOVERNED BY CHAPTER 6, DIVISION 1 TITLE 7 OF SAN DIEGO COUNTY CODE DATE FOR COUNTY USE ONLY COUNTY OF SAN DIEGO CHARGE TO **DEPARTMENT OF PUBLIC WORKS** THOMAS BROTHERS DEPOSIT 5201 RUFFIN ROAD, SUITE D. MS-O336 YEAR PAGE COORD. FEE. SAN DIEGO, CA 92123 PHONE: (858) 694-2055 • FAX: (858) 279-7020 PERMIT #N Telephone ( Owner/Permittee LastName Mailing Address City Zip Code Telephone FAX # and/or e-mail address Contact Name Location of encroachment APN# Driveway ☐ Fencing Political Signs Scaffolding ☐ Storage ☐ Yard Describe Will encroachment interfere with the public use and maintenance of: ☐ No ☐ Yes Travelled way? ☐ No Side path or sidewalk? Shoulder or parking lane? 

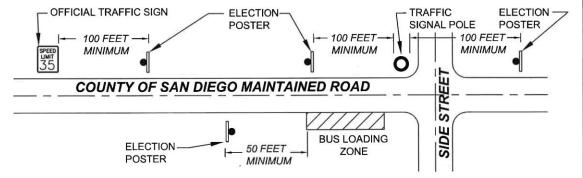
Yes ☐ No ☐ No Justification for Encroachment Permit requested: 1 day 3 days 10 days Indefinite 1 \_\_\_\_\_days Effective date \_\_\_\_\_\_ 12:01 a.m. AGREEMENT In consideration of the granting of this permit, the applicant agrees: "I hereby agree as a condition of the granting of this permit to provide defense and indemnification in accordance with Section 71.103 of the San Diego County Code in language to be included in the issued permit as follows or to the effect of the following: Permitee agrees to indemnify, hold harmless and defend the County and each of its officers and employees from any liability or responsibility for accident, loss or damage to persons or property arising by reason of the work done by permitee, or permitee's agents, employees or representatives." To comply with all applicable laws in the establishment, maintenance and removal of the encroachment. That the permitee and any other person engaged in any work authorized by this permit shall conform to all due safety precautions for To remove or relocate any encroachment placed, changed or renewed under the authority of this permit; prior to its expiration or within 24 hours of notification to remove, if the duration is 10 days or less; or within 5 day of notification to remove, if the permit is of indefinite After removing or relocating the encroachment, to restore the highway to the equivalent or better condition than it was prior to the date this permit became effective, or prior to the date the encroachment was first placed, whichever is earlier. "I declare under penalty of perjury under the laws of the State of California that the statements made herein are true and correct." Signed \_\_\_ Date Owner's Signature DPW Form 146 (Rev. 04/2009)

# SIGN INFORMATION (Continued) County of San Diego

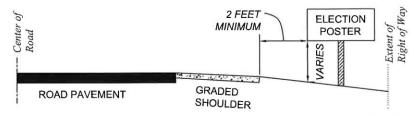
# ELECTION POSTER INSTALLATION REQUIREMENTS

#### Instructions to Permittee:

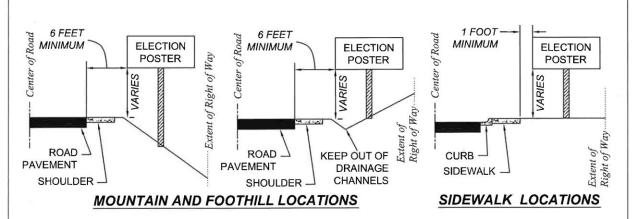
- Election Posters placed in the County of San Diego's Public Road Right of Way shall be positioned in accordance with the below drawings. Posters shall not be installed within roadway medians. Posters shall not interfere with sight distance from intersecting side streets, driveways, and alleys.
- 2. Election Posters shall only be placed on wood posts or wood stakes having a cross-section equal to or less than 4 inches by 4 inches. Permittee shall contact DigAlert by calling 811 prior to installing stakes or posts to insure no utility conflicts. Election posters shall not be fastened to any traffic signal poles, traffic signal cabinets, flasher poles, official traffic sign posts, street light poles, utility boxes and utility poles within the County of San Diego public road right of way.
- 3. Number of Election Posters and location of each poster shall conform to information furnished at time of issuance of encroachment permit.



# POSITION WITH RELATION TO DIRECTION OF TRAFFIC



#### STANDARD ROADWAY LOCATION FOR ELECTION POSTERS



# **SIGN INFORMATION (Continued)** Incorporated Cities – Sign Ordinances

Information on sign permits or complaints about illegal signs can be obtained from the numbers listed below.

	INCORPORATED CITIES	
CITY	DEPARTMENT	TELEPHONE NUMBER
CARLSBAD	Sign Permits Only-Planning Department	(760) 602-4610
	Sign Complaints/Questions-Code Enforcement	(760) 602-2703
CHULA VISTA	Code Enforcement	(619) 691-5280
CORONADO	Planning & Zoning	(619) 522-7326
DEL MAR	Planning	(858) 755-9313
EL CAJON	City Manager	(619) 441-1716
ENCINITAS	Code Enforcement	(760) 633-2685
ESCONDIDO	Code Enforcement	(760) 839-4650 dial 9
IMPERIAL BEACH	Planning Department	(619) 628-2381
LA MESA	Planning Department	(619) 667-1177
LEMON GROVE	Community Development Department/ Neighborhood Services Division	(619) 825-3805
NATIONAL CITY	Code Enforcement	(619) 336-4364
OCEANSIDE	Code Enforcement - Complaints	(760) 435-3944
	Sign Permits - Planning Department	(760) 435-3520
POWAY	Code Compliance - Complaints	(858) 668-4663
	Sign Permits – Planning Department	(858) 668-4656
SAN DIEGO	Code Compliance - Complaints	(619) 236-5500
	General Information Line	(619) 446-5000
SAN MARCOS	Code Enforcement Office	(760) 744-1050
SANTEE	Planning Department	(619) 258-4100 Ext. 152
SOLANA BEACH	Planning Department	(858) 720-2440
VISTA	Code Enforcement	(760) 639-6141
STATE OF CALIFORNIA		
SEE PAGE 63 FOR DETAILS		(916) 654-5327
UNINCORPORATED AREAS OF SAN DIEGO		
SEE PAGE 65 FOR DETAILS		(858) 694-2055